



**SKILLSTORK**  
INTERNATIONAL SCHOOL



**Mr. Romit Chakraborty**

**Teacher**

**ID No. SIS24300128**

Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Kol.-64





January 4, 2023

*Private and Confidential*

**Ms. Bidisha Sarkar,**  
Kolkata.

Dear *Ms. Bidisha,*

With reference to our discussions, we are pleased to make you an **Offer of Employment** for the position of **Content Strategist** in Black & White Creative Studio (P) Ltd. As we endeavor to expand our business horizons, we are keen to have you on board and we hope that you will contribute significantly to the company's growth.

Your gross compensation including salary, reimbursements and benefits per annum will be **Rs. 4,70,000/-** (Rupees Four lakhs Seventy thousand only).

You will be on probation for a period of **6 months** from the date of joining. A formal review of your performance will be done as per the Company's Policy for confirmation and your salary will be increased based on your performance review. You will be entitled to **12 days** of leave per year as per the Company's Leave Policy. 60 days will be the notice period to be provided if leaving the organization for any reasons.

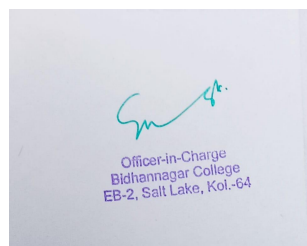
At the time of joining the company, you will be required to sign and abide by the Employee Agreement and policies of the company. You are requested to submit the following documents at the time of joining.

- **Relieving Letter** from your current / last employer
- **Last Salary Slip / Copy of Appointment Letter / Letter of Confirmation/ Promotion**, from your current / last employer giving your current compensation details
- **Copies of Experience Certificates** from current and previous employers
- **Copies of Degree Certificates, Marks Sheets** (Class X onwards) and **Training Certificates**
- **Copies of Form 16 / Form 16A** from your Current / Previous Employer (as applicable)
- **Photographs** of yours – 5 copies
- **Copies of Relevant Pages of your Passport.**

The originals of all documents mentioned above are required to be given at the time of joining for validation purposes. The same will be duly returned to you immediately upon validation. The offer of employment is being given on the premise that the documents submitted are true. In the event, if there has been a misinterpretation of facts, the offer of employment shall be withdrawn with immediate effect.

By signing this letter of offer of employment, copy of which you will return to us, you accept the general terms specified in this letter, the compensation package and employment with **Black & White**. Please indicate your probable date of joining us. This offer is open for your joining **Black & White** till **January 19, 2023**.

We take this opportunity to welcome you to **Black & White** and we are confident that you will have a rewarding career with us.



**Accepted By**  
Name



Ref: IIMB/HR/AA – CenComm Area

Date: 9<sup>th</sup> August 2023

Ms. Rinita Mazumdar  
7/5, Baghajatin Road,  
College Para, Ward No.17,  
Siliguri (M. Corp), Darjeeling  
West Bengal -734001

Sub: Offer of Academic Associate

Dear Ms.Rinita,

We are pleased to engage you as an Academic Associate in Centre for Communications Area of the Institute.

Your engagement as Academic Associate will be on following terms and conditions:

1. Stipend: You will be paid a stipend of Rs.30,000 (Rupees Thirty Thousand only) per month, plus an amount of Rs.8,000 (Rupees Eight Thousand only) per month towards housing. No other payment will be made to you.
2. Your Academic Associate duration is for a period of one year from the date of your reporting to HR for duties in pursuance of this engagement letter.
3. You will be reporting to Chairperson – CenComm Area
4. Amount of stipend payable to you is personal and confidential. No comparison between stipends drawn by two or more persons can be made and no request for parity will be entertained.
5. Facilities: You will be permitted to use the Departmental Canteen, Library and Health Centre.
6. For admissibility of benefits and other conditions not stipulated in this letter, you will be governed by the provisions of IIMB Contract Appointment Rules [Amended & Revised] – December 2019.
7. You will have to make your own travel arrangements to attend to the assignments and IIMB will not undertake any responsibilities for the same.
8. During the period of Associateship in IIMB, you shall report to such persons as the Institute may decide from time to time. You shall also be governed by Orders, Circulars and Notices that may be issued by the Institute from time to time.
9. Your services are liable for termination at the sole discretion of the Institute, without assigning any reason by giving one month's notice or on payment of one month's consolidated stipend in lieu of notice.
10. If you wish to leave the services of the Institute, you shall be required to give two months' notice in writing.
11. If the Institute concludes that you are unsuitable to be continued to be engaged as an Academic Associate or if any information furnished by you in connection with your engagement as Academic Associate is found to be incorrect at any stage or if correct information is found to have been suppressed, your Associateship may be closed without assigning any reason or notice.

Officer-in-Charge  
Bidhanagar College  
EB-2, Salt Lake, Kol-64



Ref: IIMB/HR/AA- CenComm Area

Date: 9<sup>th</sup> August 2023

12. Please be informed that at the end of the one-year period, your Associateship will automatically come to an end, unless otherwise communicated.

In case the terms and conditions specified in this letter are acceptable to you, please sign and send it to the undersigned. We look forward to your contribution for the growth of IIMB and its activities.

Sincerely,

For Indian Institute of Management Bangalore

Arvind Soundarajan

Chief Human Resources Officer (In-charge)

Cc: Dean (Faculty) | Chairperson – CenComm Area| Master Copy: HR Office

ACKNOWLEDGEMENT

I, Rinita Mazumdar here by agree to all terms and conditions stipulated in this letter.

I will be joining IIMB on 21st August, 2023.

(10/08/23)

Date

Rinita Mazumdar  
Signature

Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Koi-64



**HDFC BANK**



**ANJANA KARMAKAR**



**RETAIL BRANCH BANKING**

O+

*[Handwritten Signature]*

Authorised Signatory

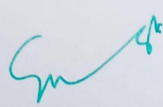
*[Handwritten Signature]*  
Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Kol.-64



OG  
HEALTHCARE  
Infosense Technologies Private Limited  
27/A Bhoopasandra Main Road • Bhoopasandra • Bangalore 560094  
+91 90 4292 9900 • finance@oghealthcare.com • www.oghealthcare.com

**STATEMENT SHOWING DETAILS OF SALARY FOR THE MONTH OF FEBRUARY-2024**

<b>EMPLOYMENT DETAILS</b>		<b>WORKING DETAILS</b>	
EMPLOYMENT NO	: 2064	DATE of EMP	: 27-09-2023
EMPLOYEE NAME	: PURBITA SIKDAR	DAYS IN MONTH	: 29.00
DEPARTMENT	: Operations	WORKED DAYS	: 21.00
DESIGNATION	: Doctor Approved MS	WEEKLY OFF	: 8.00
		LEAVE CREDITED	: -
		LOSS OF PAY	: -
		PAID DAYS	: 29.00
<b>EARNINGS (A)</b>		<b>DEDUCTIONS (B)</b>	
BASIC	: 20,000	PF	: 1,800
DA	: 1,000	VPF	: -
HRA	: 8,400	ESI	: -
CCA	: 940	PT	: 200
CONVEYANCE ALLOWANCE	: 1,600	TDS	: -
MEDICAL ALLOWANCE	: 1,250	SALARY ADVANCE	: -
EDUCATION ALLOW.	: 200	MEDI-CLAIM	: -
SPECIAL ALLOWANCE	: 3,610	EXPENSE REIBURSEMENT	: -
NIGHT SHIFT ALLOW.	: 3,000	ALLOWANCE/INCENTIVES DEDU	: -
PERFORMANCE BASED INCENTIVE	: -	OTHER DEDUCTIONS	: -
TENURE BONUS	: -		
PRIMARY SHIFT INCENTIVES	: -		
NIGHT SHIFT INCENTIVES	: -		
SAFETY NET INCENTIVES	: -		
INTERNET ALLOWANCE	: -		
ONE TIME INCENTIVES	: 1,500		
ARREARS/OTHERS/REFERRALS/HWP	: -		
<b>GROSS TOTAL (A)</b>	<b>41,500</b>	<b>TOTAL DEDUCTION (B)</b>	<b>2,000</b>
<b>NET SALARY (A-B)</b>		<b>39,500</b>	
<b>DETAILS OF SALARY CREDIT</b>		<b>Leave Balance</b>	
SALARY ACCOUNT NO	: 5207100100001012	PL	: -
UAN No.	: 101996491304	EL	: -
EMPLOYEE PF A/C NO	: BGBNG257770011196	SL	: 4
EMPLOYEE ESIC A/C NO	: NA		
E-MAIL ID	: spurbita21@gmail.com		
<b>System Generated document signature is not required</b>			

  
Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Kol.-64



# ENVIROCHECK

Recognized by MoEF&CC, WIPAC & JSIR  
Accredited by NABL (ISO/IEC 17025:2017)  
Certified by ISO 9001:2015, ISO 14001:2015 & ISO 45001:2018

elaci  
Environmental Laboratory  
Certification Institute  
1000, Salt Lake, Kolkata - 700064

elaci  
Environmental Laboratory  
Certification Institute  
1000, Salt Lake, Kolkata - 700064

IAS  
International Accreditation Service  
1000, Salt Lake, Kolkata - 700064

## EMPLOYMENT AGREEMENT

This Agreement has entered into effect on the 18<sup>th</sup> July 2022

between


**ENVIROCHECK** having its office at 63/B, Rastraguru Avenue, Kolkata – 700 028 (hereinafter called the Employer)

and

Ms. Monisha Das

(hereinafter called the "Employee" who hereby accepts the employment on the following terms and conditions :-

1. The Office Regulations on Employment (ORE) dated 01.08.18 and its amendments made thereafter shall be fully adopted except as described hereunder (as per Indian Labour Law).
2. Employment Date : **18<sup>th</sup> July 2022**
3. Your appointment will be to the position of **Jr. Microbiologist**.
4. Total Package :  
Rs. 12,000/- (Rupees Twelve Thousand only) per month up to 6 months. After probation the salary will be Rs. 14,000/- (Fourteen Thousand only) per month.
5. Working Hours : 10.30 -18.30 (Monday to Saturday) inclusive of recess.
6. Holidays : Sundays and National Holidays. Local holidays as per Employers practice decided at the beginning of each year.
7. Leaves : Annual leave : 15 working days after training period of 6 months.

  
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Bidhannagar College  
EB-2, Salt Lake, Kol.-64

Continued Page – 2

H.O. : 63/B, Rastraguru Avenue, Kolkata - 700028 [ 033-25792891/25497490, Fax : 033-25299141  
Laboratory : 189,190&192 Rastraguru Avenue, Kolkata - 700028 [ 033-25792889  
Email : info@envirocheck.in/envirocheck50@gmail.com / Website : www.envirocheck.in  
Branch Office : • Siliguri • Haldia • Durgapur • Dhanbad • Gangtok • Port Blair • Dehradun • New Delhi  
Overseas : • UAE • Qatar • Netherlands

8. Bonus : Decided by Employer each year depending on profitability after confirmation (6 months).
9. Individual income tax for this employment and other contributions and charges as applicable under the laws will be borne by the Employee.
10. Probation Period will be 180 days from employment commencement date.
11. In case the performance of the Employee is not satisfactory, the Employer will have the right to terminate this contract through official communication with 1 month notice. Employee shall serve 2 months of written notice before terminating this employment agreement.
12. The Employee must comply with all lawful directions given by the Company in relation to the Company's policies, procedures, and Office Regulations on Employment as amended by the Company from time to time. Failure to comply with the Company policies, procedures and code of conduct may result in disciplinary action being taken against the employee. This may include termination of employment.
13. The Employee shall not, at any time, during or after the termination of his employment disclose any information relating to the Company OR any of its projects OR any related agreement which may come to his knowledge in the course of his employment to any concerned parties.

Agreed between:




Dr. Sumit Baran Choudhury  
Employer

18-07-2022  
Date

Monisha Das  
Ms. Monisha Das  
Employee

18.07.2022  
Date



Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Kol.-64





अखिल भारतीय आयुर्विज्ञान संस्थान (एम्स), गुवाहाटी  
All India Institute of Medical Sciences, Guwahati  
स्वास्थ्य और परिवार कल्याण मंत्रालय, भारत सरकार के तत्वावधान में एक वैधानिक निकाय  
(A statutory body under the aegis of Ministry of Health and Family Welfare, Govt)

Ref No.: 2-616/2023-24/AIIMS/GHY/ESTT/PERN/66

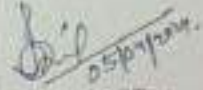
Date: 05.04.2024

कार्यालय आदेश / OFFICE ORDER


Consequent upon acceptance of the terms & conditions of the offer of Appointment as issued to him, the Competent Authority of AIIMS, Guwahati has approved the joining to the post of Stenographer, AIIMS, Guwahati w.e.f. 24.02.2024 (FN) in respect of **Soumalya Roy**, in Level-4 of Pay Matrix as per 7<sup>th</sup> CPC, Minimum Pay of Rs. 25,500/- plus other allowances as admissible.

His appointment and joining will be purely on provisional basis subject to pending verification of Character and Antecedents from the Appropriate Authority.

This is issued with the approval of the Competent Authority, AIIMS, Guwahati.

  
Asst. Administrative Officer  
AIIMS, Guwahati

To,  
**Soumalya Roy,**  
Stenographer AIIMS,  
Guwahati.

  
Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Kol.-64

Copy to:

1. PS to the Executive Director - for kind information of the Director.
2. Financial Advisor, AIIMS Guwahati - for kind information.
3. Office Copy.

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GENERAL  
INSURANCE

**STRICTLY PRIVATE & CONFIDENTIAL**

**FIXED TENURE LETTER**

Dear Indranil Karmakar,  
Ecode: 50033173

With reference to our offer dated **09-Mar-23** and your subsequent acceptance of the same, we are pleased to appoint you as **Support Officer-Sales**. Your date of joining is **09-Mar-23**. The following terms and conditions will be applicable to you.

• **PLACE OF POSTING**

Your posting will be at **Kolkata** Location. However, during employment with the Company and for business exigencies, you may be posted / transferred to any of the offices / projects / divisions / departments / units of the Company or any of the Group companies, associates or affiliates either existing or to be set up anywhere in India or abroad, with or without any additional remuneration and / or without assigning any reasons.

**2. PERIOD OF EMPLOYMENT: -**

Your appointment will be effective from **09-Mar-23** to **07-Mar-24**. The said appointment shall automatically come to an end, on expiry of the aforesaid period.

• **Salary & Other Benefits: -**

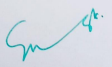
- a) You will be paid a Fixed monthly salary of Rs. **13249/-**.
- b) **Statutory Benefits: -** You will be entitled to statutory benefits such as Employee's State Insurance Corporation Insurance (ESIC), Employees' Provident Fund & Employees' Pension Fund, as may be admissible in law. Please note that the statutory Annual Bonus is calculated in your monthly salary.

An ISO 9001:2015 Certified Company

Reliance General Insurance Company Limited

Registered & Corporate Office: 6th Floor, Oberoi Centre, International Business Park, Oberoi Garden City, Off. Western Express Highway, Gore  
Corporate Identification Number (CIN) : U66603MH2000PLC328300 | Tel. : +91 22 4073 2000 | Fax : +91 22 4173 2155 | Website : www.reliancegeneral.co  
Trade Logo displayed above belongs to Anil Dhanubhai Ambani Ventures Private Limited and used by Reliance General Insurance Company Limited under

A RELIAN

  
Officer-in-Charge  
Bidhanagar College  
EB-2, Salt Lake, Kol-64



# Ishani D. Chowdhury

## Freelance Content Writer

I am a detail-oriented and highly motivated professional with over 3 years of experience in content writing. My skills in writing engaging content come from the 5 lakh words across 1000+ articles written. With proper knowledge of SEO and keyword analysis, I can write content that's clear, concise, authentic, and brings traffic. I believe that hard work, determination, and empathy can go a long way in the professional content industry.

## My Professional Experiences

## Contact

### Phone

+91 9073207100

### Email

iishani.work27@gmail.com

## Education

2016-2020

**BA in Arts | English Honours**

West Bengal State University (WBSU)

2001-2016

**Humanities | CBSE Board**

Bharatiya Vidya Bhavan

## Samples

[Link to Samples](#)

## Expertise

- Content & Creative Writing
- Research & Management
- Proofreading & Editing

## Language

English

Bengali

Hindi

### Freelance Content Writer

Self-Employed & Working With ROIHigh

January 2023 - Present

- Helping clients with content requirements
- SEO/Keyword research and analysis
- Blog & article writing

### Content Writer | Content Department Manager

WrittenlyHub Private Limited

May 2021 - May 2023

- Joined as a Junior Content Writer and worked on niches like pet care, herbal, B2B, B2C, technical, crypto, marketing, and more.
- Got promoted to Senior Content Writer in December 2021 and I worked on all types of niches, writing whitepapers, blogs eBooks, and web content.
- Became a Content Department Manager in March 2022 and started managing 10+ writers, planned and revamped existing processes, ensured content quality and handled clients.

### Digital Marketing Intern | Content Writer

Travarsa Private Limited

November 2020 - April 2021

- Learned about digital marketing, keyword analysis, and designing.
- Worked with the team to create social media campaigns.
- Wrote 50+ blogs for live clients in different niches, like technical, gaming and more.

### Freelance Content Writer | Editor

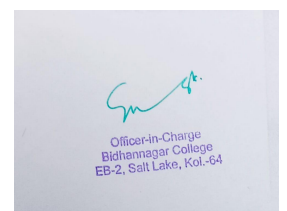
MoroEsports

April 2021 - May 2021

- Edited and wrote gaming niche blogs on a daily basis
- Worked on 5+ articles on current market trends
- Trained new joiners and helped with research

## Interests, Hobbies and Skills

- Content writing
- Research
- Problem-solving and management
- Gaming and poetry
- Expertise in all kinds of niche
- Editing and proofreading





# SISTER NIVEDITA UNIVERSITY

October 18, 2023

**Mr. Swarnendu Dam**  
Madhyamgram, North 24 Pgs. Kolkata-700129  
swarnendu.1998.sd@gmail.com  
7980160252

Dear **Mr. Dam**,

This refers to the series of discussions we had in the recent times.

Thank you very much for your keen interest to associate with **Sister Nivedita University**.

We are pleased to appoint you as **Assistant Professor Grade I** in the **Department of English** at **Sister Nivedita University** with immediate effect. Brief terms & conditions are as mentioned below:

**Position:** Assistant Professor Grade I in the Department of English, Sister Nivedita University.

**Place of Work:** You will be posted at **Sister Nivedita University, DG-1/2, Action Area-1, New Town, Kolkata: 700156**. However, you may be required to work anywhere within the country as and when needed if the University so desires based on the exigencies at work. Short term relocation will also be applicable to you. You would also provide your services for the institute, its subsidiaries or associates, whether in existence or planned in future, at our sole discretion. Schedule working days will be guided as per norms of the Society/Trust/University/Institution.

**Joining:** You are advised to join immediately.

**Reporting:** You will report to the **Registrar, Sister Nivedita University, DG-1/2, Action Area-1, New Town, Kolkata: 700156** or any other **Competent Authority** as may be intimated to you.

**Job Responsibilities:** You will be responsible for teaching and academic administration of the **Department of English, Sister Nivedita University** as per the guidance of your immediate reporting authority, the Registrar or the Vice Chancellor or the OSD to Chancellor or Chancellor, Sister Nivedita University as per the rules of Sister Nivedita University under the trust / society/ University. You will be assigned for responsibilities as when needed at any unit and industries of Techno India Group. Your roles & responsibilities including working hours as faculty will be guided as per norms of the AICTE/UGC/BCI/PCI/INC/COA/ICEI/SNU. In addition / substitution to this, the authority may give you other assignments such as (but not limited to) developing course materials, training materials, R&D, consultancy, marketing & promotional activity etc.

During your tenure with this organization you would be required to take up any other assignments commensurate with your experience across the Group duly decided by the competent authority. You would also be required to follow a blended format of teaching/learning process involving both physical and online mode of delivery.

You are also advised to give valuable time and attention for the quality improvement program pertaining to faculty development; research, industry university partnership/industry connects with active participation of the student.

Page 1 of 3

DG 1/2, New Town, Action Area - I, Kolkata - 700 156, West Bengal  
Ph: +91 33 66382047, 66382062, 18002588155 (toll free) | Fax: +91 33 66382055  
Email: info@snuniv.ac.in | website: www.snuniv.ac.in

Office in Charge  
Biharwada Campus  
EE-2, Salt Lake, Kol-64

**CONFIDENTIAL  
SPEED POST**



भारत सरकार / Govt. of India

आयकर विभाग / Income Tax Department

कार्यालय प्रधान मुख्य आयकर अधिकारी कार्यालय, ज. प. क्षेत्र, आयकर भवन, सेक्टर-17-ई, चण्डीगढ़

O/o The Pr. Chief Commissioner of Income Tax (NWR), Aayakar Bhawan,

Sector-17-E, Chandigarh. Tel: 0172-2544626 Email: Chandigarh.deit.bq.admin@incoortax.gov.in

F.No. Pr.CCIT/NWR/CB-III/DR/MTS-2022/1302/2023-24/422

Dated: 27.12.2023

**OFFICE MEMORANDUM: PROVISIONAL APPOINTMENT OFFER**

**Sh./Smt./Ms. SHIBALIKA BHOWMICK S/o/D/o SHIBESH BHOWMICK (Roll No.: 2201216434), Rank No. SL\1302, DOB: 26.06.1999, (Category: UR)** is hereby informed that he/she has been selected for appointment to the post of **Multi Tasking Staff (in Pay Level-1 as per Pay Matrix of 7th Pay Commission)** with usual allowances as may be sanctioned by the Government of India from time to time.

The conditions of appointment are detailed below. If he/she accepts the offer of provisional appointment on these conditions, he/she should report for duty in office of the **Commissioner of Income Tax (Exemptions), Chandigarh, Central Revenue Building, Sector-17E, Chandigarh** immediately but not later than **21 days** of the date of receipt of this memorandum, failing which, this **Provisional Appointment Offer** will be treated as cancelled and he/she will not be permitted to join unless specifically permitted to do so.

No travelling or other allowance will be paid for joining the post.

**CONDITIONS OF SERVICE**

1. His/Her appointment is subject to verification of the character & antecedents and issuance of medical fitness certificate in his/her favour. **In case of any negative verification, the services would be terminated without assigning any reason or notice.** Further, the appointment of the candidate is subject to the submission of his/her left hand thumb impressions, signatures and handwriting on the certification statement provided by this office. The same will be verified with his/her imprints on the admission certificate of the Multi Tasking (Non-Technical) Staff, and Havaladar (CBIC & CBN) Examination, 2022 at different stages. In case of any mismatch/doubt, his/her candidature will be cancelled and his/her Govt. Services will be terminated if it is detected at later stage also, without assigning any reason or notice to the candidate. **He/She should also note that this Office Memorandum is only an offer and not an appointment order.** The appointment order will be issued only on the satisfactory completion of other essential formalities like receipt of the written acceptance of offer of appointment, verification of character & antecedents and medical examination report, educational certificates etc. in favour of the candidate. His/Her further continuance of service will be subject to his/her being found suitable for Government services in all respects.



2. He/She will be on probation for a period of two years, which may be extended further, if considered necessary.
3. He/She should be medically examined by Civil Surgeon or District Medical Officer and found to be fit.
4. He/She should state that whether he/she is a citizen of India or other Nationality /Citizenship: it is necessary that the candidate should be:-
  - (a) a citizen of India, OR
  - (b) a subject of Nepal, OR
  - (c) a subject of Bhutan, OR
  - (d) such Tibetan refugees, who came to India before 1<sup>st</sup> January, 1962 with an intension to become a permanent resident.
  - (e) Such a person of Indian origin who came to India from Pakistan, Burma, Sri Lanka, East African Countries like Kenya, Uganda and United Republics of Tanzania (Ex. Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia and Vietnam with an intension to become a permanent resident.

But the concerned candidate of the category (b), (c), (d) and (e) above should have the eligibility certificate issued in his/her own name by the Government of India.

5. He/She should give statement in writing giving full information of his/her previous employment, if any, in the last 3 years under the Government of India or under any State Government. **If he/she is already employed, he/she must produce a Relieving Order from the concerned employer. He/She will not be allowed to account his/her past services for seniority in this Department.**
6. If he/she claims to be a member of Scheduled Cast (SC)/Scheduled Tribe (ST)/Other Backward Class (OBC), he/she should state specifically which of the caste or tribe or community mentioned in Constitution (Scheduled Castes) order, 1950 or under Constitution (Scheduled Tribes) Order, 1950 or relevant order for OBC under Constitution/Resolution of Govt. of India, he/she belongs. He/She should obtain and produce a certificate in support of his/her claim in the prescribed format issued by the prescribed authorities.
7. In case of appointment against vacancies reserved for OBC, the appointment is provisional and is subject to the community certificate being verified through the proper channel. If the verification reveals that the claim of the candidate to belong to OBC or not to belong to Creamy Layer is false, the services will be terminated forthwith without assigning any further reasons and without prejudice to such action as may be taken under the provision of Indian Penal Code for production of false certificate.
8. Any person whose marriage is void by reason of its taking place during the life time of his/her spouse or who has married to such a person whose spouse is living at the time of marriage shall not be eligible for appointment in service unless the Govt. of India has granted exemption to such person in accordance with this rule after being satisfied that there are special grounds for so ordering.
9. The candidate who has accepted/will accept dowry in his/her marriage will be liable to be unfit for Government Service.



10. He/She is warned that furnishing of incorrect information on any point will render him/her liable to disciplinary action.
11. He/She should also note that he/she has to conform to the rules, discipline and conduct prevailing in this office and those imposed by Government on all their employees.
12. The Head of the Office has full discretion to forward or withhold any of his/her applications for appointments in other Government offices elsewhere.
13. He/She should declare in writing within six months of his/her appointment his/her home town for the purpose of leave travel concession.
14. His/her appointment is further subject to his/her taking oath of allegiance to the Constitution of India before the Head of the Office.
15. The other conditions of service will be governed by the relevant rules and orders if any, in force from time to time.
16. It may be noted that this offer of appointment is also conditional upon successful completion of Training by the candidate.
17. He/She is liable to be posted anywhere in the charge of Pr. Chief Commissioner of Income Tax, North West Region (Cadre Controlling Authority).

This issues with the prior approval of the competent authority.

  
(Aditi Singh, IRS)

Jt. Commissioner of Income Tax (Hq.)(Admn.)  
O/o the Pr. CCIT, NWR, Chandigarh

To,

**Sh./Smt./Ms. SHIBALIKA BHOWMICK**  
**S/o|D/o SHIBESH BHOWMICK**  
BC Road, Indrajit Colony, Gariahati, Distt. Cooch Behar, West  
Bengal-736101  
Mob. No.: 8617531290  
Email Id.: shibalikabhowmickmunnu@gmail.com

**Copy for kind information to:**

1. The Commissioner of Income Tax (Exemptions), Chandigarh, Central Revenue Building, Sector-17E, Chandigarh.

  
(Abhinav Agnihotri, IRS)

Dy. Commissioner of Income Tax (Hq.)(Admn.)  
O/o the Pr. CCIT, NWR, Chandigarh



# Central Institute of Technology (C.I.T)

Computer & Personality Development Training Institute

An ISO 9001:2015 Certified & MSME Authorised Organization: GOVT. OF INDIA

25/01/2022

## **ARKO GAIN**

Baduria Purbapara

North 24 parganas, West Bengal

743401

### **Subject: Appointment for post of Centre-in-charge (Barasat Branch)**

Dear **Mr. Arko Gain**,

We are pleased to offer you, the position of **Centre-In-Charge** with The **Central Institute of Technology** on the following terms and conditions:

#### **1. Commencement of employment**

Your employment will be effective, as of 01.02.2022

#### **2. Job title**

Your job title will be Centre-in-charge, and you will report to Mr. Rajesh Bachhar [President of CIT].

#### **3. Salary**

Your salary and other benefits will be as set out in Schedule 1, hereto.

#### **4. Place of posting**

You will be posted at **Barasat, North 24 parganas**. You may however be required to work at any place of business which the Company has, or may later acquire.

#### **5. Hours of Work**

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Bidhannagar College  
EB-2, Salt Lake, Kol.-64





# Central Institute of Technology (C.I.T)

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The normal working days are Monday through Saturday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company. The normal working hours are from 11.00 AM to 07.00 PM and you are expected to work not less than 42 hours each week, and if necessary for additional hours depending on your responsibilities.

## 6. Leave/Holidays

6.1 You are entitled to casual leave of 7 days.

6.2 You are entitled to 15 working days of paid sick leave.

6.3 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time. Your specific duties are set out in Schedule II hereto.

## 8. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

## 10. Termination



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# Central Institute of Technology (C.I.T)

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10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 2months' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than 2months' prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.


10.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

10.4 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

## 11. Confidential Information

11.1 During your employment with the Company you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.

11.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's bus



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# Central Institute of Technology (C.I.T)

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that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

11.3 At no time, will you remove any Confidential Information from the office without permission.

11.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

11.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.


## 12. Notices

Notices may be given by you to the Company at its registered office address. Notices may be given by the Company to you at the address intimated by you in the official records.

## 13. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

## 14. Governing Law/Jurisdiction



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Your employment with the Company is subject to Indian laws. All disputes shall be subject to the jurisdiction of Calcutta High Court Kolkata only.

## 15. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely,

Mr. Rajesh Bachhar


President of CIT

25.01.2022

## Schedule I - Compensation Details

### Salary Structure

Basic Salary	12000
House rent allowance	3000
Medical allowance	2000
Leave travel allowance	0
Additional Benefits	1000
Performance incentive	5000

  
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# Central Institute of Technology (C.I.T)

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PF Contribution	0
ESI Contribution	0
Stock Option	0
Car	0
Telephone	1799

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to , and after, deduction of tax at source in accordance with applicable law.

.....  
Signature

Rajesh Bachhar

President of CIT

Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Kol.-64

Eastern Railway

No.SC/SDAH/R-8536,

Scaldah, the 30<sup>th</sup> August. 2021

Divisional Personnel Officer -II/(OS/E-3)  
Scaldah.

Reg.: Appointment on compassionate ground for Gr.'C'

Sanction of the Competent Authority is hereby communicated to the appointment of **Pragam Banerjee S/o. Lt. Goutam Bandopadhyay, Ex. SPO(S&T)/E.Rly/KKK** in scale as per 7<sup>th</sup> P.C. or compassionate ground in Group "C" in the category of **Trainee Commercial Clerk under Sr.DCM/SDAH.**

Details of candidate :

Name: Pragam Banerjee S/o. Lt. Goutam Bandopadhyay, Ex. SPO(S&T)/E.Rly/KKK

Date of death of the ex.employee- 05.07.2020

Address : Pragam Banerjee S/o. Lt. Goutam Bandopadhyay, Ex. SPO(S&T)/E.Rly/KKK, B - 104, 1<sup>st</sup> Floor, Umang Residency, Jatragachi, Deshbandhu Nagar, New Town, Dist- North 24 Pgs. Kol - 700156.

Date of birth & qualification of the candidate 28.06.1999 & B.Sc (Hons.)

Photograph of the candidate- Enclosed duly attested and signature of the candidate thereon

The original medical memo bearing No.786427 dt.08.06.2021 (Fit in Aye Two (A-2) and below is enclosed herewith.

He may be provisionally appointed, pending Police verification, which may please be initiated in terms of CPO's Secret letter CPO/SC/VE/POL/Pt.II dated 19.11.79. If, however, on Police verification, antecedents of the above named are found undesirable, his service should be terminated under intimation to this office. The above named may also please be warned that if any false information is furnished or there has been suppression of any factual information in the application form, his services would be liable to be terminated. Other formalities should also be maintained simultaneously. Arrangement may be made to send him for Bhuli Training as well as line training in consultation with Sr.DCM/SDAH.

(Sanjay Kumar)

Sr.Divl. Personnel Officer  
Eastern Railway, Scaldah

Copy to : Sr.DCM/SDAH for information please.

Copy to : PCPO/E.Rly/KKK for information please in reference to his letter no CPO/SC/SA/Comp/7990 dated 07.07.2021.

Copy to : Principal, ZRTI/Bhuli for information please.

Copy to : APO - I/SDAH for information & necessary action please.

✓ Copy to : Pragam Banerjee S/o. Lt. Goutam Bandopadhyay, Ex.

SPO(S&T)/E.Rly/KKK, B - 104, 1<sup>st</sup> Floor, Umang Residency, Jatragachi, Deshbandhu Nagar, New Town, Dist- North 24 Pgs. Kol - 700156 and directed to report to DPO - II/SDAH(OS/E-3) for further posting.



व्यक्तिगत मंडल कार्मिक अधिकारी  
Sr. Divisional Personnel Officer  
प्रगम बैराजे, सियालदह  
Eastern Railway, Scaldah

(Sanjay Kumar)

Sr.Divl. Personnel Officer  
Eastern Railway, Scaldah  
For Divl. Railway Manager



Government of India  
Ministry of Home Affairs  
Sashastra Seema Bal  
O/o the Commandant, 18<sup>th</sup> Bn. SSB, Rajnagar  
PO/PS:-Rajnagar, Distt -Madhubani (Bihar)-847235

**TO WHOM IT MAY CONCERN**

It is certified that:- UIN- 12141520 CT(GD) Subhrodeep Malakar, S/O- Sh. Dilip Malakar is serving in Sashastra Seema Bal under Ministry of Home Affairs, Government of India & presently posted at 18<sup>th</sup> Bn SSB, Rajnagar, Distt- Madhubani (Bihar). As per service record, his date of birth is 04/05/2000 and date of appointment 16/12/2022 His home & present address are as follows: -

**HOME ADDRESS: -**

Vill -Khardah  
P.O.-Rahara  
P.S. - Khardah  
Dist.-North 24 Parganas  
State -W.B. Pin code -700118

**PRESENT ADDRESS:-**

18<sup>th</sup> Bn. SSB, Rajnagar  
P.O. + PS - Rajnagar  
Distt - Madhubani  
State-Bihar, Pin- 847235

23/12/24  
Verified by SRC clerk

Place: 18<sup>th</sup> Bn SSB Rajnagar

22/12/24  
(Jeet Singh)

Dy. Commandant/Adjutant

18<sup>th</sup> Bn SSB Rajnagar  
ADJUTANT/रजतपाल  
18th BN SSB, Rajnagar  
18<sup>th</sup> बहिरी स.स.ब., राजनगर  
(मधुबनी) (बिहार)

Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Kol.-64

**Appointment Letter**

**(Annexure 2 "Terms of Employment")**

**Date : 02-Jan-2024**

**Dear SUJAUDDIN BISWAS,**

Following our discussion, we are pleased to extend an offer of full-time employment (on probation basis) with CandorWorks Private Limited (hereinafter referred to as "CANDORWORKS" or the "Company"), beginning on the date " 15-Dec-2023" under the terms and conditions detailed in this letter ("Appointment Letter").

**1. Commencement Date:** The formal commencement date of employment is the date you will be Onboarded formally and added to the payroll of the Company. This offer for employment and the terms and conditions of this Appointment Letter shall automatically be treated as withdrawn, null and void, if you do not, for any reason whatsoever, report to work on the indicated date above.

**2. Role:** Your role as "**Business Development Executive**" will be whole time role; CANDORWORKS has a right to vary your role, position and/or department from time to time, according to the changing needs of the Company or as per business requirement.

**3. Remuneration:** The details of your salary and other benefits, to which you are entitled, are mentioned in (Annexure 2) of this Letter. The Company shall withhold or deduct any amount of taxes and contributions pursuant to any applicable law or regulation. In case of any under-withholding, you shall be responsible to pay the necessary tax and contribution along with any applicable interest / penalty thereon.

**4. Probation:** The first six months of your employment is considered as Probationary Period. During the probationary services - the Company holds the rights to discontinue the probationary employment of the employee without notice and compensation for any reason what so ever, generally in regard to expected Performance, Behavior, Ethics and any breach of policies. At the end of your probation period the Company reserves the right to extend your probation period for a further period or terminate your employment by giving Seven (7) days' notice or Basic Pay in lieu of 7 Days' notice.

**5. Place of Work:** The location of your employment will be the office of CANDORWORKS, Pune, India However, the Company may require you to travel within India or overseas, in accordance with the Company's business needs. Depending on its business needs, CANDORWORKS may change the location of your employment from time to time.


**6. Company Policies:** You agree to abide by all the Company's rules and regulations that now exist and/or may hereafter be promulgated. It shall be your duty to study and know the rules immediately upon joining the Company or immediately upon their promulgation. Should you have any queries or concerns pertaining to such rules and regulations, it shall be your duty to seek clarifications from the HR department or such other appropriate source and lack of knowledge shall not be construed as a reasonable excuse for breach of any rules or regulations.

**7. Duties and Responsibilities:** You will be required to perform duties and responsibilities, as may be assigned to you by your Manager. You shall not refuse to perform other incidental duties and undertake connected responsibilities as and when called upon. If necessary, you shall work additional hours as may be necessary for you to perform your duties effectively and in accordance with the business requirements and Company's policies in that behalf and it is agreed that you shall not be entitled to receive any additional remuneration for work done outside your normal hours of work.

**8. No Alternate Employment:** Since it is a full-time employment arrangement with the Company, while in the employment of the Company, you are in no way allowed to be employed in any other organization on a permanent, temporary, freelance or part time basis or offer any services with or without consideration to any person, legal entity or public authority or be occupied in your own business, without the prior written consent of the Company

**CandorWorks Private Limited**

- 6th Floor, Amar Paradigm, Opp. Croma, Baner, Pune, Maharashtra - 411045, India
- Tel: +91 7447700091/92 • US Contact No.: +1 602 563 5599.
- Email: info@candorworks.com • Website: www.candorworks.com

  
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EB-2, Salt Lake, Kol.-64



which may or may not be a Conflict of Interest. You shall comply with all directions given by the Company and faithfully observe all the rules, regulations, and arrangements applicable in this respect.

**9. Undertaking:** As part of the Employment you agree to execute and comply a separate legally binding "Non-Disclosure, Non-Solicitation and Non-Compete" agreement. In general, you shall not disclose any confidential information of the Company. All the proprietary rights, title and interests in any and all intellectual properties, such as ideas, inventions, or works which are conceived, developed or prepared by you during your employment with the Company, shall vest with the Company absolutely. You shall also be required to comply with certain non-compete and non-solicit restrictions imposed by the Company.

**10. Background Checks:** The Company's offer for employment as per this Appointment Letter is Conditional upon satisfactory feedback from your references and necessary background, academic, credit/financial and criminal checks if required. The Company reserves the right to withdraw this offer of employment without any obligation whatsoever, in the event that it determines or believes that any contractual or other obligation may materially limit your ability to engage in business activities for the Company. Though the Company will make every effort to perform Background Checks and Verifications before your onboard, any kind of unsatisfactory response during your employment can lead to temporary suspension or even termination of your employment.

**11. Medical Checks:** The Company shall reserve the right to get you medically examined, Vaccinated or inoculated by any registered medical practitioner at any time when the Company deems it necessary. Your employment with the Company shall be liable to be terminated on being found physically or mentally unfit by a medical practitioner, appointed by the Company. Further, Unless granted in written, in case of continuous absence due to ill health beyond 7 days , your employment with the Company would deemed to be terminated and you will not be able to claim any compensation beyond the date of your last attendance.

**12. Company's Right to Monitor:** The Company reserves the right to monitor, intercept, review and access your computer / laptop, cell phone, telephone log, internet usage, voicemail, e-mail, and other communication facilities provided by the Company during your employment with us. It is important that you are aware that any and all communication(s) and activity(ies) on Company equipment or premises cannot be presumed private.

**13. Accuracy of Information:** The Company's offer for employment is based on the information and documents provided by you to the Company in the application form / Joining data form and otherwise. Such offer shall, at the option of the Company, will be considered null and void and automatically withdrawn; if the Company believes at any times that there is an error or willful suppression of the information or documents provided by you. Should you have already joined the Company, the Company reserves the right to terminate your employment with immediate effect, without any notice or salary in lieu thereof.

**14. Restrictions on Harassment and Discrimination:** You hereby acknowledge that it is unlawful and against the Company's policy to harass any person (sexually or otherwise) or discriminate against any person on the grounds of race, color of skin, national or ethnic origin, belief or sexual orientation, ones comfort or will. You will at all times inform your superior of any fact, matter or circumstance, with respect to yourself or any other person in the organization, of which you are aware, that constitute harassment or discrimination.

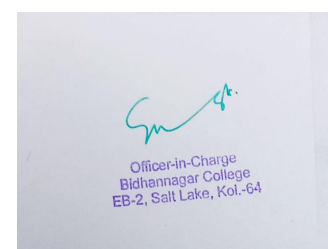
**15. Non-Disparagement:** During the term of employment and at all times thereafter, you will not make any false, defamatory, or disparaging statements about the Company, or the employees, Managers or Directors of the Company that are reasonably likely to cause damage to any such entity or person, on any Online or Offline medium. The company at all times reserve rights to take necessary actions or legal proceeding against any such conduct during or after the employment ends.

16. You are requested to submit the following along with the acceptance of Company's offer to the HR department of the Company:

- a. Four passport size photographs.
- b. Photocopy of your Aadhar Card.
- c. Photocopy of your PAN Card.
- d. Photocopies of your education qualifications certificates.

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- Email: info@candorworks.com • Website: www.candorworks.com



- e. Photocopies of the previous employer's relieving letters, Salary Slips or Bank statement.
- f. PF details including UAN etc.

**17. Separation:** The Probationary employee has to serve a notice period of 30 and 60 days in case of confirmed employee.

**1. Involuntary Separation:** In case of Involuntary (Where the company initiates the separation) termination of PROBATIONARY EMPLOYMENT, the employee is expected to initiate clearance process on the same day, he/she will not be required to attend the office from consecutive day if the clearance process gets completed. In case of termination of CONFIRMED EMPLOYEE, the employee is expected to initiate handover and clearance process as per directive of the reporting manager. Full payment (basis of their attendance) would be applicable till their last attendance day and an additional Seven (7) days of basic would be payable along with F&F in lieu of the Notice of 7 days given by the company. The 7 days basic pay payable will be at the discretion of the management based on the criticality of termination.

**2. Voluntary Separation:** In case you have given a notice to resign or terminate your employment, you are expected and required to diligently serve the entire notice period. However, in such a resignation situation, the Company may, at its sole discretion, without being obligated to do so, (i) require you to leave service at any time during the notice period without any payment for the balance unexpired portion of the notice period or (ii) upon your request allow you to leave service during the notice period only upon you making payment to the Company in the form of damages for breach, the amount equivalent to your salary for the balance unexpired portion of the notice period. In case of Absenteeism without intimation - deemed discontinuation (Absconding from work) the employee is accountable to return all office belongings (Including IT & Non-IT Assets) in working condition within 3 days of deemed discontinuation. You would not be able to claim any benefit post the deemed discontinuation and in case of any disbursement, you are required to report & return the said amount without any delay. Non report and/or return would be considered breach of contract and will invite suitable legal action.

**18. Misconduct & Nonperformance:** The Company reserves the right to dismiss or terminate your employment with Immediate effect and without any notice or salary in lieu thereof, for any misconduct on your part and/or not meeting the minimum performance criteria, including but not limited to the following:

- a) You have seriously or persistently breached any of the terms or conditions of your Employment with the Company.
- b) You did not meet the minimum performance criteria after being operational for two or more consecutive weeks.
- b) You are, in the opinion of the Company, guilty of misconduct, negligence of duty, disloyalty, dishonesty, breach of confidentiality, misrepresentation, indiscipline, disobedience, irregular attendance and any act detrimental to the interests of the company or otherwise acted in any manner upon which summary dismissal may be justified.
- c) You are convicted of a criminal offence.
- d) Breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company's property.
- e) Conducting yourself in a manner which is regarded by the Company as prejudicial to its own interests or to the interests of its clients.
- f) You are guilty of an act constituting misconduct as per the Company's policies or standing orders, if any.

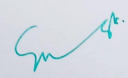
**19. Retirement:** You will automatically retire from the Company on attaining the age of 58 (fifty eight) years. An extension may however, be given at the discretion of the Company.

**20. Corporate Action:** If your employment is terminated by reason of the liquidation of the Company for the purpose of reconstruction, merger, spin-off, acquisition, amalgamation or by reason of any reorganization of the Company or any other corporate action (including a transfer of establishment / unit / undertaking) and you have been offered employment with the company succeeding to the Company upon such event on terms no less favorable to you than the terms in effect under this Appointment Letter, then you shall have no legal or contractual claim against the Company by reason of the termination of the employment.

**21. Garden Leave:** The Company may, in its absolute discretion, require you at any time during the employment or notice period not to attend the place of work and/or not to perform any duties for the Company or to perform any

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EB-2, Salt Lake, Koi.-64

such duties, projects or tasks as are expressly assigned to you by the Company. You shall continue to be employed by the Company during such period and therefore shall be eligible to receive your BASIC pay and benefits during any such period. During any such period, you shall (a) notify the Company of any change of address or contact details, (b) if requested by the Company, refrain from contacting employees, clients and professional contacts of the Company, (c) cease to be an authorized signatory of the Company or hold a power of attorney for the Company, and (d) continue to be bound by the express and implied duties of employment, including, without limitation, by the duty of fidelity and good faith owed to the Company. The garden leave may, at the discretion of the Company, be offset against any annual leave / privilege leave.

**22. Restriction on Company's Liability:** You hereby agree that if the termination is found to be wrongful by an appropriate Court in India, based on a non-appealable order, the maximum liability of Company shall not exceed your fifteen (15) days' salary and statutory benefits for every year of service, in case the Company does not reinstate you in employment.

**23. Separation and Release Agreement:** Upon termination of your employment with the Company for any reason, the Company may require you to, and you agree and undertake to sign, a Separation and Release Agreement with the Company at no additional consideration or payment.

**24. Indebtedness:** If you owe the Company any amounts through advance payments of salary, loans or any other obligations, at the time of notice of termination being given either by you or CANDORWORKS, all sums shall be due immediately and subject to set off. Your signature of this Offer Letter is authorization for such a set-off from wages.

**25. Entire Agreement:** The terms of entire agreement and understanding with respect to the subject matter hereof and supersedes all prior discussions or representations between the Company and you including, but not limited to, any representations made during your interview(s), whether written or oral. This Appointment Letter shall constitute the complete and exclusive statement of its terms and no extrinsic evidence whatsoever may be introduced in any judicial, administrative, or other legal proceeding involving this Appointment Letter. Any subsequent change or changes in your duties, salary or compensation will not affect the validity or scope of this Appointment Letter.

**26. Amendments:** No change, modification, or termination of any of the terms, provisions, or conditions of this Appointment Letter shall be effective unless made in writing and signed or initialed by all signatories to this Appointment Letter.

**27. Waiver:** No waiver by the Company of any breach of this Appointment Letter shall be a waiver of any preceding or succeeding breach. No waiver by the Company of any right under this Appointment Letter shall be construed as a waiver of any other right. The Company shall not be required to give notice to enforce strict adherence to all terms of this Appointment Letter.

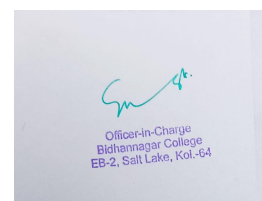
**28. Data Privacy:** The Company may, in connection with your employment, receive personal data relating to you or third parties associated with you (such as spouse or children). Such data may be received from you, or from other sources, and some limited personal data may be recorded directly or indirectly by internal security systems or by other means. Company may process such data for relevant and limited purposes. By signing this Agreement, you expressly consent to the following:

- a) the processing of your personal data by the Company;
- b) the collection and processing of sensitive personal data about you for limited purposes;
- c) the transfer worldwide of personal data held about you by the Company to other employees and offices of the Company's worldwide organization and to third parties where disclosure to such third parties is required in the normal course of business or by law; and use of your personal images and voices in marketing material, vid
- d) treating any personal data to which you have access to in the course of employment
- e) strictly in accordance with Company policies and procedures and not using any such data other than in connection with and except to the extent necessary for the purposes for which it was disclosed to you.

**29. Severability:** If any of the restrictions, limitations or obligations herein are deemed by a court of competent

**CandorWorks Private Limited**

- 6th Floor, Amar Paradigm, Opp. Croma, Baner, Pune, Maharashtra - 411045, India
- Tel: +91 7447700091/92 • US Contact No.: +1 602 563 5599.
- Email: info@candorworks.com • Website: www.candorworks.com




jurisdiction to be invalid, illegal or unenforceable, then the scope of such restriction, limitation or obligation shall be limited to the maximum limit permitted by law, and such restrictions, limitations or obligation be severable to the extent of any invalidity, and the invalidity or unenforceability of any such restriction, limitation or obligation shall not affect the validity of other terms and conditions entered into.

**30. Governing Law and Jurisdiction:** This Appointment Letter shall be governed and construed in accordance with the laws of India in relation to any legal action or proceedings to enforce this Appointment Letter. You and the Company hereby irrevocably submit to the exclusive jurisdiction of any competent courts situated at Pune and waive any objection to such proceedings on grounds of venue or on the grounds that the proceedings have been brought in an inconvenient forum. As a token of your acceptance of our offer and the terms and conditions of this Appointment Letter, please sign a duplicate of this letter, in the space provided below and return the same to the HR Department. You are required to treat this letter and its contents as strictly confidential and should not disclose the same to any person or entity without our prior written consent.

By signing this Appointment Letter, I, the undersigned, " ", accept the terms and conditions as stated in this Appointment Letter and acknowledge and represent the following:

- a. I have been provided with a copy of this Appointment Letter for review prior to signing it;
  - b. I reviewed the Appointment Letter and that I understand the terms, purposes and effects of this Appointment Letter;
  - c. I signed the Appointment Letter only after having had the opportunity to seek clarifications;
  - d. I was not subjected to duress or undue influence of any kind to execute this Appointment Letter and understanding that this Appointment Letter will not impose an undue hardship upon myself;
  - e. I executed this Appointment Letter of my own free will and without relying upon any statements made by the Company or any of its representatives, agents or employees;
  - f. This Appointment Letter is in all respects reasonable and necessary to protect the legitimate
  - g. business interests of the Company;
  - h. I have all requisite power and authority, and do not require the consent of any third party to sign this Appointment Letter and grant the rights provided herein;
  - i. The execution, delivery, and performance of this Appointment Letter by me does not and will not conflict with, breach, violate or cause a default under any agreement, contract or instrument to which I am a party or any judgment, order or decree to which I am subject;
  - j. I am not a party to or bound by any employment agreement, consulting agreement, non-compete agreement, confidentiality agreement or similar agreement with any other person or entity;
  - k. I confirm my agreement to the terms of this Appointment Letter, and will comply with every Undertaking specified thereto; and
  - l. I am legally permitted to reside and be employed in India.
- The Appointment Letter has "Terms of Employment" as Annexure 1 attached hereto and amended from time to time, as per company policy are an integral part of this offer.
  - Your salary, compensation, perquisites payable on monthly or annual basis (as applicable) and other benefits to which you are entitled shall be as per "Compensation Details" as mentioned in Annexure 2
  - The "Non-Competition, Non-Solicitation and Non-Disclosure" provisions to which Appointment Letter and your employment with the Company are subject to have been mentioned in Annexure 3.
  - Your employment shall be subject to the strict compliance of "Company's Code of Conduct & Ethics" and the confirmation of the same contained in Annexure 4



Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Koi.-64

**CandorWorks Private Limited**

- 6th Floor, Amar Paradigm, Opp. Croma, Baner, Pune, Maharashtra - 411045, India
- Tel: +91 7447700091/92 • US Contact No.: +1 602 563 5599.
- Email: info@candorworks.com • Website: www.candorworks.com

Annexure A		
Salary Components	Monthly	Annual
Basic	11280	135360
Medical Allowance	1250	15000
Special Allowance	1800	21600
Conveyance Allowance	1600	19200
HRA	5640	67680
Adhoc Allowance	6630	79560
<b>Total Gross Salary</b>	<b>28200</b>	<b>338400</b>
EPF	1800	21600
ESIC	0	0
Shift Allowance	0	0
Performance Link Incentive	20000	240000
<b>Total Remuneration</b>	<b>50000</b>	<b>600000</b>
Group Insurance(Medical/Accidental)	300	3600
Gratuity	543	6516
<b>CTC ( Cost to Company)</b>	<b>50843</b>	<b>610116</b>

Please Note:

PF, PT, ESIC, Gratuity & Income Tax deductions will be as per statutory compensation

\*\*PLI will be based on individual performance

Shift allowance is paid on the no. of days worked.

**I hereby acknowledge by clicking on "I Agree" button on the HRMS portal for the aligned appointment letter and any other document to me, I solely acknowledge that I am accepting all the above mentioned policies and procedures and the same are applicable to me from the first day of my joining.**

**Employee Name :** SUJAUDDIN BISWAS

**Present Address :** A WING, 201, GRANDURE SOCIETY Pune Maharashtra 411046

**CandorWorks Private Limited,**

**Date : 02-Jan-2024**



**Sylvia Daniel Thinge,**  
**HR Manager**

Employee Sign

Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Koi.-64

**CandorWorks Private Limited**

- 6th Floor, Amar Paradigm, Opp. Croma, Baner, Pune, Maharashtra - 411045,
- Tel: +91 7447700091/92 • US Contact No.: +1 602 563 5599.
- Email: info@candorworks.com • Website: www.candorworks.com



# MOON BEVERAGES LIMITED

CIN No.: U15549UP1987PLC173892

Regd. Office : A-32, Site-IV, Industrial Area, Sahibabad, Ghaziabad, Uttar Pradesh, India - 201010

Ph : 0120-4172600

Website : www.mbicoca-cola.com Email : info@mbicoca-cola.com

Date: 31<sup>st</sup> May'2023

HR/OL/1742/23

Dear Anisa,

**Subject: Offer Letter**

This has reference to your application and subsequent interview you had with us.

We are pleased to offer you the post of an "Executive Trainee - QA" in our organization on the terms and condition mutually discussed and agreed upon at the time of successive interviews.

You are expected to join us at the earliest but not later than 01<sup>st</sup> June'2023, failing which, this letter of offer would automatically lapse.


You are requested to meet Ms. Swati Deshwal at our Dasna Plant, Moon Beverages Ltd, 5 Km Milestone- Masoori Gulawati Road, Tehsil-Dhoulana, District- Hapur, Uttar Pradesh -201015, Ghaziabad India for joining formalities.

Further, you are advised to produce the following documents at the time of joining:


1. Copy of all educational certificates dully attested.
2. Copy of ID proofs (Must be visible & clear).
3. Copy of current & permanent residence proof along with Aadhar Card.
4. Latest Photographs - 3 nos.
5. Copy of bank statement latest 3 months showing salary transaction, dully approved by concerned bank authority/ Copy of salary slips latest 3 months.
6. Copy of letter of intent/ appointment letter from previous employer (must be signed by employer and acknowledged by the candidate with date).
7. Copy of Experience Certificate from the previous employer.
8. A copy of cancelled cheque.
9. Copy of relieving letter from previous employer dully signed by authorized signatory/HRM or resignation acceptance mail.
10. Your offer letter can be revoked if you are not found medically fit at the time of joining.

Please acknowledge in token of your acceptance.

Moon Beverages Limited,

  
Vivek Kumar  
Group HR Head



  
Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Kol.-64



# MOON BEVERAGES LIMITED

CIN No. : U15549UP1987PLC173892

Regd. Office : A-32, Site-IV, Industrial Area, Sahibabad, Ghaziabad, Uttar Pradesh, India - 201010  
Ph : 0120-4172600

Website : www.mblcoca-cola.com Email : info@mblcoca-cola.com

HR APL/1815/23

Date: 15<sup>th</sup> June' 2023

Anisa Sinha

Emp. ID: 20966

Dear Anisa,

We are pleased to appoint you as an "Executive Trainee - QA" in our organization and you will be based at our Dasna Plant with effect from 01<sup>st</sup> June' 2023 on the following terms and conditions: -

1. You will have the responsibility for efficient, satisfactory and economical operation in the areas of responsibility that may be assigned to you from time to time.
2. You will act within the framework of organizational structure policies and direction laid down by the management from time to time. In respect of all matters not specifically covered by this letter, you shall be governed by such rules as may be applicable to personnel of your category in the company for time to time.
3. You will be on probation for a period of six months from the date of your joining duties. The probation period may be curtailed or extended at the sole discretion of the management. You shall continue to be on probation until you are confirmed in writing. During the probation or extended probation period, either party can terminate your services by giving 15 days' notice, without assigning any reason whatsoever.
4. After confirmation, either party can terminate your services by giving **One-month notice or payment of Gross Salary in lieu thereof.**
5. This appointment and continuance thereof is subject to your being found and remaining physically and mentally fit for employment, for this purpose you shall present yourself for medical examination by physician of the choice of management, as and when desired by the management.
6. Your position is of a whole time employee with the company and for remuneration or otherwise you shall not secure or try to secure any other post nor would you undertake any course of study or any part time work without consent of the company in writing.
7. The management reserves their right to transfer you to any of its Department, Division, Office, Branch and Unit in India whether existing at present or which may be opened or acquired by the company subsequently on the same terms and conditions at absolute discretion of the management without assigning any reason whatsoever.
8. You shall not any time or times without consent of the company disclose, divulge or make public, except **under legal obligation** any of the information relation to the company whether the same may be confided or **become known** to you in the course of your employment.

*Anisa Sinha*

Officer-in-Charge  
Bidhanagar College  
EB-2, Salt Lake, Kol-64



# MOON BEVERAGES LIMITED

CIN No.: U15549UP1987PLC173892


Regd. Office : A-32, Site-IV, Industrial Area, Sahibabad, Ghaziabad, Uttar Pradesh, India - 201010

Ph : 0120-4172600

Website : [www.mblcoca-cola.com](http://www.mblcoca-cola.com) Email : [info@mblcoca-cola.com](mailto:info@mblcoca-cola.com)

9. If you remain, absent, without obtaining leave and extend leave for a continuous period of eight days, you will lose lien on your employment and this action or your will be deemed to be repudiation of your contract of employment.
10. You will retire from the service of the company on attaining the age of 60 years. Upon your retirement or resignation from the services of the company, you will arrange to hand over all the Company's property and assets, both moveable and immovable, including documents, files, service manuals etc., which were given to you or entrusted to your care during the course of your employment with the Company, and any company property occupied by you either for residential or official purpose during the tenure of your employment, whether the company is the owner or lessee thereof, shall always be treated as Company's property and shall be handed over forthwith to the authorized representative of the Company in good appropriate condition, before final settlement of accounts.
11. If at any time during your service with the company, it is found that any information/ statement furnished by you and your application are incorrect, you shall be liable for disciplinary action, which can result in your dismissal from the services of the company.
12. The management reserves the right to terminate your services by giving no notice or compensation in lieu thereof in case you are involved in any criminal proceeding/ insolvency, bankruptcy etc.
13. For a period of three years after ceasing to be in employment of the company, you would not directly or indirectly make yourself interested in any competing business nor shall you take employment with any individual, firm, company or undertaking or organization engaged in the competing business.
14. After ceasing to be the employee of the company, you shall not solicit the customers of the company directly or indirectly for yourself or as employee or agent of any individual, firm, company or undertaking or organization.
15. No leave shall be allowed to employee during the notice period.
16. Whenever you change your present / local residential address for any reason, you shall intimate the change to HRD immediately.
17. That in case of any dispute between the management and you, it will be subject to the jurisdiction of Uttar Pradesh court and nowhere else. You shall have no objection what so ever with regard to the jurisdiction of Uttar Pradesh court to the exclusion of all other court in India.
18. It is one of the terms of your employment that you will at the own expenses and such intervals as the company may reasonably require be medically examined and vaccinated against smallpox and inoculated against typhoid fever and Covid-19, para-typhoid fever and cholera or such other diseases as the company

  
*Ana Nath*

  
Officer-in-Charge  
Bidhanagar College  
EB-2, Salt Lake, Kol.-64





# MOON BEVERAGES LIMITED

CIN No.: U15549UP1987PLC173892

Regd. Office : A-32, Site-IV, Industrial Area, Sahibabad, Ghaziabad, Uttar Pradesh, India - 201010

Ph. : 0120-4172600

Website : [www.mbicoca-cola.com](http://www.mbicoca-cola.com) Email : [info@mbicoca-cola.com](mailto:info@mbicoca-cola.com)

may from time to time direct. If you fail to produce to the company satisfactory evidence of such vaccination and inoculation in accordance with the company's instructions, your service with the company may be terminated without further notice.

19. If you commit a breach of this agreement, or are guilty of misconduct (including drunkenness at work/on duty, dishonesty, absence without leave, infringement of the company's policies/regulations and disobedience to lawful orders or instructions) or conduct yourself in a manner calculated to bring the company or its employees into disrepute, or if you borrow money from any of the customers of the company or from anyone trading with the company, you will be discharged immediately without notice or salary in lieu of notice and in such case you will have no claim on the company whatsoever.
20. You shall also strictly adhere to the Code of Conduct and Ethics policy and other policies of the company in so far as the same is applicable to your Grade/Band. Any breach or violation of the Code of Conduct will be viewed seriously by the company and appropriate action shall be taken against you which may include termination of the services.

Moon Beverages Limited,

Vivek Kumar  
Group HR Head

## ACKNOWLEDGEMENT OF THE EMPLOYEE

I have fully understood the contents of the letter of appointment. I hereby confirm that all the terms and conditions in the said letter are acceptable to me. I fully understand the implication of this appointment.

Signature: Anisa Jinka

Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Kol.-64



# MOON BEVERAGES LIMITED

CIN No.: U15549UP1987PLC173892

Regd. Office : A-32, Site-IV, Industrial Area, Sahibabad, Ghaziabad, Uttar Pradesh, India - 201010

Ph. 0120-4172600

Website : www.mbicoca-cola.com Email : info@mbicoca-cola.com

COMPENSATION BREAK UP AND BENEFITS		
Employee Name	Anisa Sinha	
Designation	Executive Trainee - QA	
DOJ	01 <sup>st</sup> June'2023	
Location	Dasna	
Reporting Manager		
Employee ID	20966	
<b>Particulars</b>	<b>Monthly (INR)</b>	<b>Yearly (INR)</b>
Basic Salary	15000	1,80,000
House Rent Allowance	5012	60144
Conveyance Allowance	-	-
Medical Allowance	-	-
LTA	-	-
Telephone Allowance	-	-
Education Allowance	-	-
Ent Allowance	-	-
Special Allowance	-	-
<b>Gross Salary</b>	<b>20012</b>	<b>240144</b>
<b>Employee Contribution</b>		
EPF Contribution	1800	21600
ESIC	150	1800
<b>Employer Contribution</b>		
EPF Contribution	1950	23400
ESIC	650	7800
Gratuity	722	8658
<b>Fixed CTC</b>	<b>23334</b>	<b>280002</b>
*TDS applicable as per the IT Slab		
<b>Other Benefits</b>	<b>Coverage</b>	<b>Applicability</b>
GTLI	10 Lacs	Only for Employee
GPAI	25 Lacs	Only for Employee
<b>**As discussed at the time of interview, your Yearly CTC will be 3 Lacs per annum out of that 2.8 lacs will pay to you w.e.f your joining and the difference of Rs. 20000 will be pay to you in two parts, half of the amount i.e. 10k will be payable after 6 months of joining and rest of the 10k will be payable w.e.f 7th month of joining.</b>		

Moon Beverages Limited,

Vivek Kumar  
Group HR Head

Anisa Sinha

Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Kol.-64



जीवन बीमा निगम  
LIFE INSURANCE CORPORATION OF INDIA

Ref : KMDO-II/ P & IR

March 16, 2021

Ms. Deeya Das,  
D/O - Late Ajay Kumar Das,  
42, Shub Krishna Daw Lane,  
P.O : Phool Bagan,  
Kolkata - 700054.

Madam,

We are pleased to inform you that on the basis of your applications dated 24.12.2020 and 26.02.2021 and the personality test held on 09.03.2021 & medical test dated 11.03.2021 you have been found eligible for compassionate appointment and we offer you hereby the post of an Assistant in the scale of Rs. 14435-840(1) -15275-915(2) -17105-1030(5) -22255-1195(2) -24645-1455(3)-29010-1510(2)- 32030-1610(5)-40080 at the **Canning Branch Office** of the Corporation. Your initial Basic Pay will be Rs. 14435/- per month only.

2. Over and above the Basic Pay mentioned in Para 1 above, you will be paid such allowance as may be applicable to the employees of the Corporation from time to time.

3. Your appointment shall be governed by the (Staff) Regulations,1960, the rules framed by the Central Government under Section 48 of the LIC Act 1956, the rules of the Corporation and such instructions and/or orders that may be issued to you orally or in writing from time to time.

4. You will be on probation for a period of 6 months from the date of your joining, which may be extended by another 6 months, if your work record and conduct are not found satisfactory.

5. During the period of probation or extended period of probation, you are liable to be discharged without notice, for any reason deemed fit by the Competent Authority.

6. Please note that your normal retirement age shall be 60 years.


7. On the basis of the documentary evidence produced by you, you are treated as a candidate belonging to Scheduled Caste. You are requested to inform the Appointing Authority immediately about the change of religion etc., if any, happen in future.

8. Your confirmation in the services of the Corporation will be subject to satisfactory performance during the period of probation as stated above.

Contd.....P/2

কোম্পানী মহানগর মণ্ডল কার্যালয়-২  
২০৫/এম.এ. ডায়মন্ড হারবার রোড, কোম্পানী-৭০০০৫০  
ফোন নং : (০৩৩) ২৩৯৬-৫৫৭৫  
কোম্পানী মহানগর মণ্ডল কার্যালয় - II  
23A/44X, ডায়মন্ড হারবার রোড, কোম্পানী-700053  
টেলি : অফিস : (033) 2396-5575

Kolkata Metropolitan Divisional Office-II  
23A/44X, Diamond Harbour Road, Kolkata-700053  
Tel. : Off. : (033) 2396-5575

  
Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Kol.-64



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भारतीय जीवन बीमा निगम  
LIFE INSURANCE CORPORATION OF INDIA

( 2 )

9. Your daily working hours excluding lunch interval will be 6 ¼ hours on week days. Subject to this limit your actual working hours will be prescribed by the Office from time to time.

10. If more than one shift of working is there, you will be liable to be transferred from one shift of working to another shift.

11. You will not be entitled to any traveling allowance for taking up your duties at the place where you are now being posted.

12. You are liable to be transferred anywhere in India where the Corporation has its Offices.

13. You will not be allowed to undertake any part-time studies unless sanctioned in writing by the authority competent to give such permission. Any prosecution of the part-time studies, if permitted, shall always be subject to Office exigencies and no claim for leave for preparation shall be made on the ground that such part-time studies were undertaken by you on or prior to your joining the Corporation or that permission was given for the same by the authority competent to do so.

14. Your appointment shall be terminated in case of non compliance of any condition stated in the offer of appointment/ application form by issuance of Charge Sheet cum Show Cause Notice.

15. In terms of Rule 3 of Instructions for implementation of the Life Insurance Corporation of India (Employees) Pension Amendment Rules, 2010, **Defined Contribution Pension** shall be applicable to you.


16. If the terms herein above offered are acceptable to you, you are required to report for duty at the **Canning Branch Office** (P.O – Canning Town, Cinema Hall Road, South 24 Parganas, Pin - 743329) of the Corporation mentioned in para 1 above immediately.

Yours faithfully,

  
Sr. Divisional Manager

কোলকাতা মহানগর মণ্ডল কার্যালয়-২  
২০এ/৪৪এক্স, ডায়মন্ড হারবার রোড, কোলকাতা-৭০০০৫৩  
ফোন নং (০৩৩) ২৩৯৬-৫৫৭৫  
কোলকাতা মহানগর মণ্ডল কার্যালয়-III  
23A/44X, ডায়মন্ড হারবার রোড, কোলকাতা-700053  
টেলি : কার্যা : (033) 2396-5575

Kolkata Metropolitan Divisional Office-II  
23A/44X, Diamond Harbour Road, Kolkata-700053  
Tel. : Off. : (033) 2396-5575

  
Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Kol.-64

# Aditya Birla Finance Ltd.

(A part of Aditya Birla Capital Ltd.)



# ADITYA BIRLA CAPITAL

PROTECTING INVESTING FINANCING ADVISING

Dear Anik Das,

Welcome to the **World of Opportunities at Aditya Birla Capital!**

We're pleased to offer you an appointment as a **Management Trainee** in **Aditya Birla Finance Limited**. We're thrilled to have you on board. We know you're going to be an asset to our company and can't wait to see what you accomplish. At Aditya Birla Capital, we look at creating the next generation of leaders who will further our vision of helping people meet their lifelong money needs. We offer our employees multiple opportunities to achieve professional success and an avenue to pursue their personal aspirations. We do this by investing in the development of our employees and by offering them a bouquet of career choices spanning across functions, businesses, and geographies at Aditya Birla Capital and at the larger Aditya Birla Group level.

We are happy to share that you are placed in **Aditya Birla Finance Limited** in the **Analytics** function based out of **Mumbai**.

We look forward to having you on board with us on **June 19<sup>th</sup> 2023** in **Mumbai**. The details of the venue for the induction would be mailed to you shortly.

**This offer is subject to:**

- **Having secured a certificate of completion as declared by your Institution/University.**
- **Found medically fit.**
- **Credit Score and Background Checks being satisfactory.**

Once again, we hope your career at Aditya Birla Capital is extremely fruitful and satisfying - both professionally and personally.

In case you have any queries, please feel free to reach out to [Anubha.jain@adityabirlacapital.com](mailto:Anubha.jain@adityabirlacapital.com)

We wish you the very best for your future with us. Please do sign a copy of this letter and add the date as a token of your acceptance.

**Sujatha Sudheendra**  
Head - Human Resources

14.05.2023

Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Koi.-64

## Aditya Birla Finance Limited

One World Center, Tower 1-C, 18th Floor, B41, Jupiter Mill Compound,  
Senapati Bapat Marg, Elphinstone Road, Mumbai 400 013.  
+91 22 4356 7100 | (F) +91 22 4356 7266 | Toll-free number 1800-270-7000  
[care.finance@adityabirlacapital.com](mailto:care.finance@adityabirlacapital.com) | <https://abfi.adityabirlacapital.com>

**Registered Office:**  
Indian Rayon Compound, Veraval,  
Gujarat - 362 266  
CIN: U65990GJ1991PLC064603



# Payslip *(Confidential)*




WIPRO LIMITED

MONTH/YEAR : DECEMBER 2021  
DESIGNATION : Associate  
EMPCODE : 20227279  
NAME : SOURADEEP SAHA  
LOCATION : CALCUTTA

LWP : 0  
LWP REV: 1  
PF NO. : DSNHP00237190000289850  
UAN NO.: 101702230452  
A/c No.: UTI - xxxxxxxxxxxx6745  
NETPAY : 24783

EARNINGS	REGULAR	ARREARS	DEDUCTIONS	
Basic	6667.00	222.00	Provident Fund	1232.00
HRA	3333.00	111.00	Profession Tax	150.00
WBP	3277.00	109.00	MEDPREM	147.00
Engagement Bonus	1400.00	47.00	ESI	199.00
Shift Bonus	2300.00	9048.00	LWF	3.00
TOTAL:	16977.00	9537.00	TOTAL	1731.00

  
Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Kol.-64



Ref: SBHR/Res/Sep/4981  
Date: September 06, 2023

Saurabh Shukla  
26/1/A, Pachura Ghat Street  
Kolkata, West Bengal-700006

Dear Saurabh,

I am pleased to inform you that all of us at ISB who have interacted with you feel that you have a unique opportunity for a successful career with the Indian School of Business and offer you an appointment on fixed tenure basis up to June 30, 2024, commencing from the date of your joining. You will be designated as a **Research Associate in Band JT (Fixed Tenure)** with the Faculty Development Department reporting to Prof. Siddharth Singh. You shall be working from our Mohali campus.

**1. Compensation and terms of employment**

Your annual gross salary will be [REDACTED] (the details of which are attached herewith in Annexure-A and your services will be governed by terms & conditions referred in Annexure-B).

**2. Probation**

You shall undergo a 3 months' probation period, starting from your date of joining. Continuity of employment after probation is not automatically guaranteed and your services will be confirmed, subject to performance review conducted at the end of 3 months' probation period and basis reporting manager's recommendation.

**3. Background Verification Process**

This offer is subject to receiving all positive reports basis the background verification and employment references checks to be conducted by ISB through the background verification vendor.

**4. Acknowledgement**

Please sign the duplicate copy of the appointment letter on all sheets at the bottom on the right corner and send it back before September 25, 2023, to Rishi Chopra in the Human Resources Department, as a token of your acceptance.

**5. Commencement of employment**

You are requested to join on or before September 25, 2023, and in case you are unable to do so this offer lapses thereafter unless the date is extended by us and communicated to you in writing.

You are requested to report to the Human Resources Department by 8:00 am to complete the joining formalities. In case of any further queries, please communicate on email: [hr\\_assess@isb.edu](mailto:hr_assess@isb.edu).

We welcome you to ISB and look forward to a long and mutually beneficial association.

For Indian School of Business

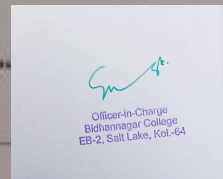
Ganesh Geshan

Ganesh Geshan  
Senior Associate Director – Human Resources  
Email: [animesh@isb.edu](mailto:animesh@isb.edu); [animesh@isb.edu](mailto:animesh@isb.edu); [animesh@isb.edu](mailto:animesh@isb.edu)

Saurabh Shukla


Indian School of Business

Registered Office (Delhi): Hyderabad - 500 111, Telangana, India.  
Ph: +91 41 2300 7000, Fax: +91 41 2300 7080, [www.isb.edu](http://www.isb.edu)  
Mohali Campus: Knowledge City, Sector-E1, SAS Nagar, Mohali-140300, Punjab, India, Ph: +91 172 452 1660.  
Gurgaon Office Number: 0810107010674PL030431



SI No.: Sem IV/244/25/16763

**WEST BENGAL STATE UNIVERSITY**



सर्वं विद्यायाम्

Berunanpukuris, Malikapur, Barasat, 24 Parganas (North), Kolkata - 700126

**M.A./M.Sc. in ECONOMICS**  
**SEMESTER - IV**

Statement of marks obtained by SAGAR DAS of Academic Session 2021-2023

Registration No. of Candidate : 1061811400161      Session : 2018      Roll No. : 1002101700025



## APPOINTMENT LETTER

**24 December, 2021**

Dear **UTSA ROY,**

This is with reference to discussion you had with us recently. We are pleased to offer you the position of a **Associate** on the following terms:

### 1. Place of Employment and Timing:

1. Your initial place of work will be at **IN-Kolkata**. However, your services are transferable, and may be assigned, after reasonable notice, to any location in India or abroad where the company or its affiliates conducts business. The duties to be performed by you hereunder shall be performed in such locations as are reasonably necessary or appropriate to carry out your duties hereunder, subject to reasonable travel requirements on behalf of the Company from time to time.
2. You will be expected to attend office - except when traveling on business during working hours/shifts as may be decided by the Company.


### 2. Compensation and Benefits:

1. Compensation. As compensation for services to be rendered pursuant to this letter, the Company shall pay you an annual basic salary of **Rs 58000**. Other allowances / reimbursements as due to you are detailed in Annexure I.
2. You will be provided with a Comprehensive Medical Insurance and will also be covered under the Group Personal Accident Insurance, while on Company business.
3. You will be provided with Retirement Benefits namely, Provident Fund and Gratuity, in accordance with the laws of the country, and/or, as per company policy.
4. Your compensation shall be reviewed on the basis of merit and will be at the sole discretion of the company.

### 3. Reimbursement of Expenses:

The Company will reimburse you for reasonable travel, and other business expenses incurred in connection with the performance of your duties hereunder, in accordance with the policy of the Company with respect thereto.

Signed by UTSA ROY | utsaroy5881@gmail.com | 24-1



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Bidhannagar College  
EB-2, Salt Lake, Kol.-64

### 4. Leaves:

You shall be entitled to reasonable periods of leave as per company policy (to be taken by agreement with the Company) with full pay. Entitlement & accumulation of the leave will be as per company policy.

### 5. Term:

Employment period shall commence on **27 December, 2021** and you will be on probation for a period of six months from the date of your joining the company. During this time,



← Supriyoda BNC  
2 minutes ago



13-JAN-2023

## Letter Of Appointment

To,  
Mr. Anshendu Roy  
Aa-25/1, 2nd Floor, Flat No. 2a, Anwesha Apartment, Desh Bandhu Nagar, Baguati  
Desh Bandhu Nagar, Baguati  
Bahind Netaji Jubak Sangha  
7576827695

Dear Mr. Anshendu,

This has reference to our Offer of Traineeship in TATA Consultancy Services Limited vide TCSL/2027917/CAL/Business Process Outsourcing Services/STN dated 29-Dec-2022 and your completing joining formalities as per TCSLs policy.

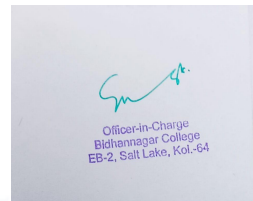
On the terms and conditions detailed in our Offer of Traineeship accepted by you, we are happy to appoint you as BPO Trainee in grade BPOS with effect from 13-JAN-2023.

Your Trainee ID is 2590372.

I take this opportunity to extend you a warm welcome to the TCSL Family !

Yours Sincerely,  
For TATA Consultancy Services Limited

GIRISH V NANDIMATH  
Global Head – Talent Acquisition



## TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

TCS House, Tower 3, Ground Floor, Mumbai-400 021, Maharashtra, India  
Tel: 91 22 6773 8999 Fax: 91 22 6775 9000 website: www.tcs.com  
Registered Office: World Trade Center, 29th Floor, Nariman Point, Mumbai-400 021

TCS Private &amp; Confidential



**06-Sep-2023**

**Dear Debojyoti Mondal,**  
M.Sc., Data Science  
University of Kalyani, Kalyani

**Candidate ID – 24577073**

Thank you for exploring career opportunities with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. You have successfully cleared our initial selection process and we are pleased to make you an offer of employment. This offer is based on your profile and performance in the selection process.

You have been selected for the position of **Programmer Analyst Trainee**.

During your probation period of 12 months which includes your training program as applicable post joining as a full-time employee, you will be entitled to an Annual Total Remuneration (ATR) of **INR 401,988/-**. This includes an annual target incentive of **INR 22,500/-** as well as Cognizant's contribution of **INR 19,500/-** towards benefits such as Medical, Accident and Life Insurance. The incentive amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation are detailed in **Compensation and Benefits Annexure**. Your compensation is highly confidential and if the need arises, you may discuss it only with your manager.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Remuneration (ATR) would stand revised to **INR 450,500/-**. This includes an annual target incentive of **INR 22,500/-** as well as Cognizant's contribution of **INR 19,500/-** towards benefits such as Medical, Accident and Life Insurance, as applicable.

Your appointment will be governed by the terms and conditions of employment as presented in **Employment Agreement Annexure**. You will also be governed by the other rules, regulations, and practices in vogue and those that may change from time to time.

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter.


Please note:

1. This appointment is subject to satisfactory background verification including professional reference checks and you securing a minimum of **60%** aggregate (all subjects taken into consideration) in 10th, 12th Diploma and Graduation/Post-Graduation and with no standing arrears in your Graduation/Post-Graduation.

This offer from Cognizant is valid for only **1 day** and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case you do not accept or decline within this time-period in the system, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant.

2. Prior to commencing employment with Cognizant, you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Career Development (CSD) training program (if offered to you).



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#### 4. Training - Post Joining Cognizant:

Post joining at Cognizant as full-time employee, one of the below options would be followed based on business demands.

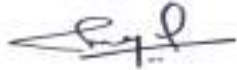
- a) Based on your successful completion of internship or CSD training program (if offered to you), you could be onboarded directly to business without any additional training.
- b) Based on your successful completion of internship or CSD training program (if offered to you), you could be onboarded and might be put into an additional training. In the event of unsatisfactory performance during this training, Cognizant reserves rights at its sole discretion to revoke this FTE Offer.
- c) Based on your successful completion of internship or CSD training program (if offered to you), you could be onboarded and might be deployed into another formal training based on business demand to a specific skill track and it can be used as basis towards your allocation to projects/roles. In the event of unsatisfactory performance during this training, Cognizant reserves rights at its sole discretion to revoke this FTE Offer.
- d) You could be onboarded directly without undergoing any internship or CSD training program and would be deployed into a formal training to a business specific skill track and it can be used as basis towards your allocation to projects/roles. In the event of unsatisfactory performance during this training, Cognizant reserves rights at its sole discretion to revoke this FTE Offer.
- e) You could be onboarded directly to business without undergoing any internship or CSD training program and would be given on-the-job training, specific to their project or business needs. In the event of unsatisfactory performance during the on-the-job training, Cognizant reserves rights at its sole discretion to revoke this FTE Offer.

5. Your on-boarding as a full-time employee is aligned to a business requirement and will be between **July 2023 and August 2024**. You will be required to report at the location based on the business requirement and on the given date of joining.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2Cognizant.cognizant.com>

Yours sincerely,

**For Cognizant Technology Solutions India Pvt. Ltd.**



Maya Sreekumar

**Vice President – Human Resources**

I have read the offer, understood and accept the above mentioned terms and conditions.

**Signature:**

**Date:**



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Bidhannagar College  
EB-2, Salt Lake, Kol.-64

## Annexure A

### Compensation and Benefits

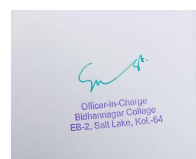
<b>Name:</b> Debojyoti Mondal	<b>Designation:</b> Programmer Analyst Trainee
-------------------------------	--

Sl. No.	Description	Monthly	Yearly
1	Basic	10500	126,000
2	HRA*	6300	75,600
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	7349	88,188
	<b>Annual Gross Compensation</b>		<b>359,988</b>
	Incentive Indication (per annum)**		22,500
	<b>Annual Total Compensation</b>		<b>382,488</b>
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	<b>Annual Total Remuneration</b>		<b>401,988</b>

**Note: The Insurance amount may vary subject to market conditions from time to time.**

As an associate you are also entitled to the following additional benefits:

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act



#### **Leave & Vacation:**

- From the Date of your Joining, you will be entitled with the below mentioned leaves as per your eligibility in line with the statutory requirements. You shall be entitled to avail the leaves only with prior approval from your Manager

Sl No	Category of Leave	No. of leave days
1	Earned Leave	18
2	Sick Leave	12
3	Casual Leave	6

- From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit Act

- In addition to the above, as per Cognizant policy, you are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in the Cognizant India Leave policy

#### **Provident Fund Wages:**

- For the purpose of computing PF Wages to Provident Fund, Pension Fund & EDLI Scheme, PF Wages shall be Monthly Gross Salary as per Annexure A of this letter excluding "Advance Statutory Bonus" & "House Rent Allowance" will be considered. This does not include payments made through "Special Payout".
- Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser

#### **Employees State Insurance:**

- Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter.
- Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month.
- ESI shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period.

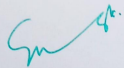
\* **Flexible Benefit Plan:** Your compensation has been structured to ensure that you are adequately empowered to apportion components of your salary in a manner that suits you the best. This plan will enable you to

1. Choose from a bouquet of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
3. Optimize your earnings

\*\* **Incentive Indication:** Incentive amount may be higher, lower, or nil as per the terms described herein. The incentive program is discretionary, subject to change, and based on individual and company performance. It is prorated to the duration spent with Cognizant India for the calendar year and will be paid to you only if you are active on Cognizant's payroll on the day of incentive payout.

\*\*\***Advance Statutory Bonus** is in line with the provisions of Payment of Bonus Act, 1965.

**Note:** Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same. Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.



Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Kol.-64

## Annexure B

### Employment Agreement – Cognizant Technology Solutions India Private Limited

This Employment Agreement ("Agreement") is made effective as of \_\_\_\_\_ between:

Cognizant Technology Solutions India Private Limited, a company incorporated under the Companies Act, 1956 with its registered office at 5/535, Okkiam Thoraipakkam, Old Mahabalipuram Road, Chennai 600096, Tamil Nadu, India; (hereinafter referred to as "Company" or "Cognizant" which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART;

AND

Debojyoti Mondal, 24, residing at \_\_\_\_\_ (hereinafter referred to as "you", "your" or "yourself", which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

The Company and you are, wherever the context so requires, hereinafter collectively referred to as the "Parties" and individually as "Party".

RECITAL:

WHEREAS, you desire to be employed by the Company and the Company has made an employment offer ("Employment Offer Letter") to you and in pursuance thereof desires to employ you on the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions set forth herein, the Parties hereto mutually agree to the below mentioned terms and conditions governing your employment with Cognizant:

#### 1. Duties and Responsibilities

- a. You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honour and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.
- b. Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.
- c. You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.
- d. You shall be flexible enough to take up the assigned role based on business requirement

#### 2. Place of Employment

You will be employed at any one of Cognizant's offices as per business requirement. The Company reserves the right to transfer you on a temporary or permanent basis to the other office locations, functions or departments within the Company and/or other affiliated entities and assign such other duties as may be deemed fit in the interest of the Company. The Company also reserves the right to require you to work remotely from time to time as per business needs or government mandate.

#### 3. No Alternate Employment, No Conflict, Etc.

During your employment with the Company, you shall not, without the Company's prior written consent, directly or indirectly employ or engage with any other person, business or entity, whether or not for any gain or profit, irrespective of whether it is during or outside your hours of work in the Company.

Additionally, you are not allowed to undertake any other gainful employment, engagement, business, assume any public office or private office, honorary or remunerative position, without permission of the Company. During your employment with the Company, you shall not engage in any conduct in conflict with or averse to the best interests of the Company at its sole discretion. In addition, you shall not disclose, divulge or bring or systems or offices, your prior employer's and/or their clients' proprietary or confidential

violate any agreement or obligations that you have with them.

#### 4. Confidentiality

- a. During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties' (with which the Company has any dealings), which information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.
- b. Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such breach. The obligations imposed upon you under this clause 5 will survive even after cessation of your employment with the Company.
- c. You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.
- d. You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.
- e. You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, or suppliers or any third parties.
- f. You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.
- g. The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

#### 5. Data Protection

By signing below,

- a. you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,
- b. you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,
- c. you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,
- d. you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and
- e. you acknowledge and agree that Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

#### 6. Work Schedule

- a. The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be notified to you.
- b. The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in consonance with any applicable laws for the time being. Any changes to be made to the above work timings or days shall be made by the Company at its discretion and notified to you in advance.
- c. The Company may also require you to work on a shift basis. The shifts may be scheduled for 8 hours a day, 7 days a week and 365 days a year. The shift timings may change from time to

any Company policy and which will be notified to you in advance.

d. Your office timings shall be monitored by the Company through appropriate systems & processes, as updated from time to time and you shall ensure compliance to the processes and policies at all times.

## 7. Background Check

Your employment with Cognizant is conditional and subject to satisfactory background and reference check in line with the Company's policy. An independent agency may conduct internal and external background checks, for which you provide your consent. The Company's offer of employment and/or continued employment is subject to satisfactory background verification report.

The Company shall be entitled to withdraw its employment offer if the background verification checks reveal unfavorable results at any time. Similarly, in case if your background verification report is found to be unfavorable or unsuccessful after you joining the Company, then the Company reserves the right to terminate your employment immediately.

## 8. Compliance with Company Policies

As a condition of employment with the Company and as part of your joining formalities, you are required to comply or execute the following Company agreement and attest your understanding and adherence to following Company policies:

- i. IP Assignment Agreement
- ii. The Code of Business Ethics
- iii. Acceptable Use Policy and Social Media Policy
- iv. Dress Code Policy

Additionally, you will also be governed by other applicable Company rules, processes, procedures and policies as may be drafted, enforced, amended and/or altered from time to time and which are not specifically mentioned in this Agreement. The applicable rules/ processes/ procedures/ policies are available on the Company's intranet and you are expected to go through the same carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines, processes, please reach out to your HR Talent Manager. It is your responsibility to keep yourself informed of any and all changes made by the Company to such policies from time to time. If at any time during your employment with the Company, you are found in violation of any applicable rules, processes, procedures or policies of the Company, the Company reserves the right to take disciplinary action against you, including termination your employment without notice period.

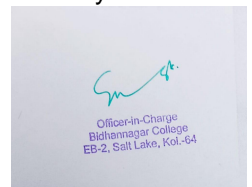
## 9. Non-Compete and Non-Solicit Restrictions

During the term of your employment with Cognizant and until two (2) years after the termination of such employment, you will not directly or indirectly, either as an individual on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (a) solicit, attempt to solicit, contact or otherwise encourage any employee to leave the Company's employment, (b) solicit business from competitor(s) or client(s) of the Company or (c) be employed or engaged with any competitor(s), or (d) be employed or engaged with any client(s) of the Company with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of termination of your employment.

## 10. Representations and Warranties

By signing below,

- a. you warrant that your employment with the Company does not and will not violate or otherwise conflict with any agreement (oral or otherwise) to which you are or have been a party and that you possess all the requisite permits, work visas and clearances to be able to lawfully and rightfully employed in India with the Company under the terms of this Agreement;
- b. you warrant that you have satisfactorily completed all of your obligations under any employment contract or other contract or agreement with any company(ies), person(s) or entity(ies) that previously employed or contracted with you and that any previous employment contract and/or relationships have terminated and/or expired prior to the effective start date of your employment at the Company and you have all the requisite power and authority, and do not require the consent of any third party to be employed with the





Company;

c. you represent and warrant that you shall not bring into Company premises or systems (or use in any manner) any third-party documents (regardless of media) or materials (including but not limited to proprietary information or trade secrets), or any such documents or materials of your previous employer, without written permissions/approvals from such previous employer or third parties; and

d. you represent that unless authorized by the Company in writing, you shall not sign any contract or agreement that binds the Company or creates any obligation (financial or otherwise) upon the Company.

## 11. Indemnity

You agree to indemnify and hold harmless the Company and its affiliates from and against any and all direct or indirect losses or damages, injury or liability for a claim of damage, loss or injury to person or property, suffered or sustained by Company and its affiliates which is attributable to you, resulting from any of your act or omission irrespective of whether it constitutes a breach of the terms of your employment or negligent performance of your duties as expected from you while in employment of the Company.

## 12. Business Engagement, Learning and Development and Project Deployment

In order to ensure that you are fully equipped to adapt to the demanding needs of our clients, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/trainings and avenues of up-skilling. As a condition of your employment with the Company, you are responsible for upskilling yourself to make yourself eligible for appropriate business/client projects, thereby promoting the spirit of meritocracy and career development with the goal of providing world-class services to our clients. Therefore, you shall adhere to and meet the obligations under all such policies and processes, including the Associate Deployment Pool Policy and those that may be changed by the Company from time to time.

## 13. Unauthorized Absence

If you are absent from work for a continuous period of 3 days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be construed that you have voluntarily abandoned your employment with the Company. The Company shall be entitled to take appropriate disciplinary action(s) against you as per the Company's Job Abandonment Policy.

## 14. Retirement

You will automatically retire from employment with the Company on the last day of the month in which you attain the age of fifty-eight (58) years. It is hereby clarified that the Company reserves its right to change the retirement age at its sole discretion.

## 15. Termination of Employment

a. The Company may terminate your employment at any time with or without assigning any reasons by providing 90 days' advance notice to you by paying you pro rata salary in lieu of any notice or balance notice period. You may resign or terminate your employment with the Company by providing 90 days' advance notice to the Company. When you serve notice to resign from the employment of the Company, the Company may at its sole discretion, allow you to pay salary in lieu for the notice period; and/or adjust the vacation accumulated towards part of the notice period.

b. Notwithstanding the aforesaid or anything else to the contrary, the Company may, at its sole discretion, suspend, lay off, dismiss, discharge and/or terminate your employment with immediate effect by a notice in writing (without any notice period or salary in lieu of any notice period) in the event of your:

- Misconduct, as provided in Misconduct and Disciplinary Action Policy
- Non-adherence to Associate Deployment Pool Policy
- Violation of Social Media Policy or Conflict of Interest Policy
- Breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to asset/property or reputation
- Insubordination or failure to comply with the directions given to you by persons so authorized
- Insolvency or conviction for any offence involving moral turpitude
- Breach of any terms or conditions of the Agreement and/or Company's policies or other documents or directions of the Company

- Violation of non-disparagement obligations
- Conduct, which is regarded by the Company as prejudicial to its own interests or to the interests of its client.

## 16. Deputation, Assignment and Transfer

The Company may second, depute or assign you to work with any of its affiliates or transfer your services to any group company worldwide. On any such secondment, deputation, assignment or transfer of your employment, the Company and/or affiliate may require you to sign the applicable Overseas Deputation / International Employment Agreement(s) of the specific country, based on the policies of the Company.

## 17. Survival

Clauses 5, 6, 10 and 12 and any other clauses, which by their nature are expected to survive, shall all survive the termination of your employment (for any reason) and shall continue to apply to you even after cessation of your employment with the Company.

## 18. Dispute Resolution and Governing law

The Parties shall make best efforts to settle by mutual conciliation any claim, dispute or controversy ("Dispute") arising out of, or in relation to, this Agreement, including any Dispute with respect to the existence or validity hereof, the interpretation hereof, or the breach hereof. This Agreement and your employment with the Company shall be governed and interpreted in accordance to the laws of India and the courts in Chennai only shall have exclusive jurisdiction over any Dispute. Notwithstanding the aforesaid, the Company shall be entitled, in addition to all other remedies, to any interim relief including but not limited to an injunction, whether interlocutory or preliminary, restraining any breach of the provisions of this Agreement.

## 19. General

This Agreement and your employment is personal to you and you cannot assign, subcontract or transfer your rights or obligations hereunder to any other person or entity. No delay or failure by Company to exercise any of its powers, rights or remedies under this Agreement or otherwise will operate as a waiver of such powers, rights or remedies. If any provision of this Agreement is held by any competent authority to be invalid or unenforceable, the validity of the other remaining provisions of the Agreement shall not be affected. You shall not make any announcement concerning Company, its affiliates and their employees, contractors or clients without Company's prior written consent and you shall not use or disclose the name, trademark, domain name, service mark, logo or any other intellectual property of Company and its affiliates and their employees, contractors or clients.

This Agreement, together with the agreements and policies of the Company, Employment Offer Letter (and any attachments thereto, are the exclusive and entire agreement between the Parties relating to its subject matter, and supersedes all prior and contemporaneous discussions, agreements, negotiations, representations, and proposals relating to the subject matter hereof.

You shall be required to treat the terms of this Agreement as strictly confidential. The Company reserves the sole right to change any terms or conditions provided in this Agreement based on applicable laws or business exigencies.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the day and year first above written.

**Cognizant Technology Solutions India Private Limited    Debojyoti Mondal**

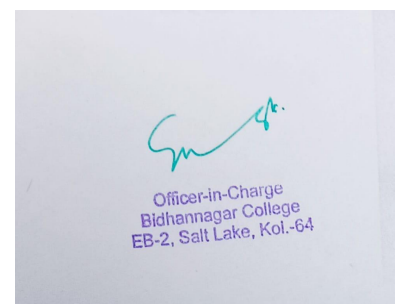


Maya Sreekumar  
**Vice President – Human Resources**

I have read, understood and accept the above mentioned terms and conditions.

**Signature:**

**Date:**



Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Kol.-64

**Government Of India, Ministry of Communication & I.T.**



**Department Of Posts**

**O/o the Superintendent of Post Offices, Contal Division  
Contal - 721401**



**IDENTITY CARD**

**Name : Dinabandhu Sau**

**ID Card No : CTI/76**

**Employee ID : 50494878**

**Designation : Assistant Branch Postmaster**

**Office Name : Porolda B.O.**

**(Under Khakurda S.O,721445)**

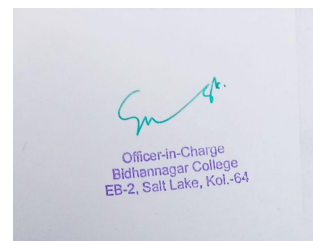


*Dinabandhu Sau*

*[Signature]*

**Signature of the Holder**

**Signature of Issuing Authority**





# Ipsos Offer Letter : Maitree Sarkar | Analyst Inbox



Gaurav Ajme... 14/3/2023



to me, gaurav.ajmera ▾

Hello Maitree Sarkar,

Congratulations! We are pleased to **offer** you the position of **Analyst** with us at **Ipsos MMA**.

Talent is the bedrock of our future growth, and with you joining us, we are confident this journey will only be a more rewarding one.

You can click on this [link](#) to find the detailed **offer letter** containing all the required information. Please countersign the **letter** and upload the same to confirm your acceptance.

Your joining date will be **03/07/2023**. Your onboarding process and employment agreement will be shared few weeks before your joining.

If you are relocating to Bangalore, you are eligible for the below relocation benefits :

1) We will be providing you Rs.6000/- as relocation allowance which would include one way air fare from your destination to Bangalore (economy class) or one way train travel & luggage allowance for yourself only (please keep all the original bills and boarding pass for claiming).

2) Maximum 7 days' stay in a company preferred hotel. Kindly note that booking will be done from your date of joining or maximum 1 day earlier to enable you to reach Bangalore and check-in to the hotel the previous day



Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Koi.-64



Code: 03216 249210, 276374  
249443 (B. Ed Dept.)  
e-mail : gobhinducollegeday@gmail.com  
Website : www.ghcollege.ac.in  
Fax : 03216-276374



# Gobardanga Hindu College

NAAC ACCREDITATION (2005 & 2016) at Grade "A"

ESTD.- 1947

P.O.- Khantura  
24 Parganas (North)  
West Bengal, Pin- 743273

Memo GHC/Appt.-SACT/636/07/20

Date 20/07/2020

**From The Principal/Vice-Principal/Officer-in-charge/Teacher-in-charge**

Gobardanga Hindu College  
P.O.-Khantura, Dist-North 24 Pgs  
West Bengal – 743273

To **RIMA DUTTA**  
**MANIK PUR TARUN SEN PALLY, PO ITALGACHA ,**  
**PS DUMDUM, NORTH 24 PGS**  
**PIN : 700079**

Sub: Approval of engagement of **RIMA DUTTA** as State Aided College Teacher, **Category-II** in Gobardanga Hindu College. She was earlier engaged as **GT** ( P T T / C W T T / G T ) w . e . f . **01/08/2018**

You are hereby engaged as State Aided College Teacher, **Category-II** of **Education** (subject) w.e.f. 01.01.2020 in terms of the Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 of the Higher Education Department, Govt. of West Bengal and memo no **ED-108/2020 dated 17/07/2020** of Education Directorate.

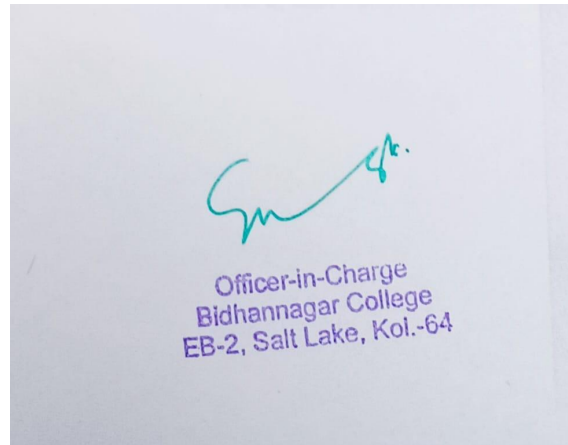
The benefits/ remuneration will be admissible as laid down in the Higher Education Department's Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 and subsequent Memorandum/GO issued in this respect from time to time.



**Principal/Vice-Principal/Officer-in-charge/Teacher-in-charge,**  
**Gobardanga Hindu College**

Principal  
Gobardanga Hindu College  
Khantura, North 24-Pgs.

Encl: Approval order of Education Directorate





Swiss Re Global Business Solutions India  
Private Limited  
CIN: U74140KA2000PTC027640  
2nd to 5th Floor, Fairwinds  
Embassy Golf Links Business Park,  
Challaghatta Village, Varthur Hobli,  
Bangalore East Taluk,  
Bangalore - 560 071  
E-mail: [Reach\\_SRBLR@swissre.com](mailto:Reach_SRBLR@swissre.com)  
Phone +91 80 4616 7000,  
[www.swissre.com](http://www.swissre.com)

September 19, 2023

TO WHOMSOEVER IT MAY CONCERN


This is to certify that Mr. Soumya Basak, Swiss Re ID: 53ZBMY, has been working with Swiss Re Global Business Solutions India Private Limited since 24 July 2023.

His current designation is Associate / Associate Pricing Actuary.

Yours Sincerely,  
For Swiss Re Global Business Solutions India Private Limited

Digitally signed by  
  
512E+2346A7111

Vrashank Kapasi  
Vice President  
Human Resources

  
Officer-in-Charge  
Bidhanagar College  
EB-2, Salt Lake, Kol.-64



# SRI CHAITANYA Techno School

(AMARAVATHI-EDUCATIONAL TRUST, BK-4, 68/2016)

School Code: 16004

(Affiliated to CBSE, New Delhi)

Affiliation No: 2430287

## TO WHOM IT MAY CONCERN


This is to certify that **RASHMI BAJAJ (KKT401113)** had worked as a **Primary Mother Teacher at Sri Chaitanya Techno School, Badabazar, Kolkata.** She had joined the institution on 26<sup>th</sup> April 2022.

She has proved herself as a very hardworking, sincere teacher throughout her service period. She was relieved from her duty on 23<sup>rd</sup> September 2023.

We wish her success in her future endeavours.

*Pooja* 23.09.2023.  
Principal

Sri Chaitanya Techno School  
Badabazar

  
Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Kol.-64

*Rashmi Bajaj*



# Sri Chaitanya Techno School

The right mentor for IIT (JEE) Medical, Olympiad & all other Competitive exams  
AMARAVATHI EDUCATIONAL TRUST (BK-4, 68/2016)

## APPOINTMENT ORDER

I.D. No. SCTS/BB/22-23

a. Name of the Applicant : Ms. RASHMI BAJAJ  
b. D/o, W/o, S/o : Mr. DEBASIS BAJAJ  
c. Qualification : B.Sc.  
d. Department/Designation : Primary Mother Teacher  
e. Date of Birth : 24.01.2000  
f. Date of Joining : 26.04.2022

Age : 22 Yrs.



With reference to your Application dated 10.04.2022 and the subsequent interview held at 23.04.2022 The Management is pleased to offer you the post of Primary Mother Teacher at Bada Bazar, Kolkata Branch on a CTC (Cost to Company) of Rs. 15,000/- Per month in words (Rupees Fifteen Thousand only) for a period of one year on probation/adhoc-basis provided the following terms and conditions are acceptable to you:

Your appointment is contingent upon a following conditions

- ☞ All taxes (like ... Income tax, Professional tax, etc.,) arising out of the salary drawn have to be borne by you.
- ☞ You are eligible for Annual increment provided your work continues and is found satisfactory. However, the grant of increment is not warranted in adverse cases of performance report, result and the then financial strength of the organization.
- ☞ Your services to the Institution(s) must be in strict adherence to the nature of work/ timings/ leaves/ holidays etc., as adopted by the place of work concerned from time to time.
- ☞ You shall teach for minimum 6(six) periods per day or 36 periods per week and attend to counseling of students for a minimum of 6(six) hours in a week.
- ☞ You are entitled for 12 days of casual leaves per annum. Leaves availed for more than two days during the same calendar month are liable for pay-cut.
- ☞ You shall abide by the rules and regulations of the Institution and the instructions issued by the Managing Committee communicated through the head of the institution from time to time.
- ☞ Your services are transferable. You may be transferred to any of the branches/institutions run under the Managing Committee at any time on prior intimation. However, transfers on individual's request is no obligation in this regard.
- ☞ You shall devote your whole time & effort to the service of the institution and are excepted to carry out the instructions of the Principal in the stabilization of the system and the growth of the Institution.
- ☞ You shall have to submit the Original Certificates of your qualifications, on the day of joining duty, along with the joining report. Either if the furnished data regarding qualifications and experience or submitted certificates found to be not genuine, your services will be immediately terminated and consequent legal actions will be initiated against you as per Govt. norms.



- ☞ Your Minimum completion period of service should be One Full Academic Year. However,
  - If your services, actions and comments are found unfavourable or negative to the Institution or if you subject children to corporal punishments, intimidation or humiliation either physically or mentally you shall be immediately terminated without prior notice.
  - On the basis of your performance, if you constantly deliver poor performance and don't show any noticeable growth or improvement despite providing training and support, consequently leading to complaints from the parents and others, your services will be stopped with prior notice.
- ☞ You shall be given teaching periods, invigilation, substitutions, paper correction work and adhoc works etc. as a part of your role. The teaching periods and workload allocation is in the discretion of Principal keeping in view the need. However, it varies from case to case.
- ☞ You shall not be permitted to resign during the academic year except under very special circumstances, in which case, you shall give three months notice or pay in lieu of. However under any circumstances if you are leaving during the academic year you need to pay the amount expended on you for the workshop(s) / training sessions that you attended.
- ☞ You should not hold any position outside the school as a means of income source or professional position such as tutor, part time teacher etc. if any such case is noticed by the management you will be subjected to serious action / immediate termination without any notice.
- ☞ You shall not indulge yourself in any political / anti-social / anti-institutional / trade union activities during the period of your service failing which your services stand terminated automatically without any obligation.
- ☞ You shall not borrow or lend money from ... colleagues/ students/ parents/other staff members, etc., with the impression/ image of the Institution behind whatsoever.
- ☞ You shall have to submit a set of Xerox copies of Academic Credentials from SSC to Higher Degree, Aadhar Card, PAN / Voter ID / Driving License to the Principal at the time of joining / reporting the branch without fail.

You are advised to report to duty on : 26.04.2022

*W N S*  
Appointment Authority

*You are advised to sign the Certificate below and report to duty as mentioned, failing which the appointment stands lapsed or cancelled.*

**CERTIFICATE OF ACCEPTANCE**

I, Ms. Rashmi Bajaj, having read the terms and conditions mentioned above, I acknowledge to abide by them/any of those modified and brought into force from time to time in the interest of the institution. I thank the management for the opportunity extended to me and promise that I shall strive hard to come up to its expectations in all my endeavours. I hereby join the duty from \_\_\_\_\_

Place :

Date :

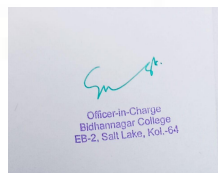
*Rashmi Bajaj*  
Signature of the applicant

Certificates Submitted :

01) Class X Marksheet 02) Class XII Marksheet 03) \_\_\_\_\_

04) \_\_\_\_\_ 05) \_\_\_\_\_ 06) \_\_\_\_\_

*Rashmi Bajaj*






## WEST BENGAL BOARD OF PRIMARY EDUCATION

(An autonomous body established in 1975 under the West Bengal Primary Education Act, 1973)  
APC Bhawan, DK-7/1, Bidhannagar, Sector-II, Kolkata – 700 091

Teacher Eligibility Test-2022  
For Classes I – V, Primary

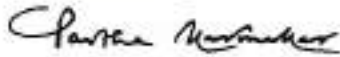
### ELIGIBILITY CERTIFICATE

Name	RASHMI BAJAJ	 Rashmi Bajaj
Date of Birth	24-01-2000	
Roll No.	220410339576	
Medium	BENGALI	
Category	GENERAL	
Subcategory		
Differently abled		
Father's / Mother's Name	DEBASIS BAJAJ	
Address	3/1A NILMONI MITRA STREET BEADON STREET BURTOLLA KOLKATA WEST BENGAL 700006	

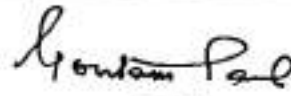
Subjects	Maximum Marks	Marks Obtained
Part A : Child Development and Pedagogy	30	15
Part B : Language-I (BENGALI)	30	23
Part C : Language-II (English)	30	25
Part D : Mathematics	30	20
Part E : Environmental Studies	30	15
<b>Total Marks</b>	<b>150</b>	<b>98</b>



Result :	<b>QUALIFIED</b>
Examination held on : 11-12-2022	Result declared on : 10-02-2023
Bidhannagar, Kolkata – 700 091	Date : 29-04-2023



Dr. Partha Karmakar  
Deputy Secretary  
West Bengal Board of Primary Education

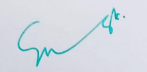


Professor (Dr.) Goutam Paul  
President  
West Bengal Board of Primary Education

- Note :
- All SC/ST/OBC-A/OBC-B/Exempted/Ex-serviceman category and differently abled candidates securing 82 marks (55%) or above out of 150 are declared eligible in the TET-2022 in accordance with extant reservation policy of Govt. of West Bengal and NCTE guidelines.
  - All candidates under General category scoring 90 marks (60%) or above out of 150 are declared eligible in the TET-2022 as per NCTE guidelines.
- Applicable only for recruitment of Assistant Teachers in Govt. Aided and Govt. Sponsored Primary Schools of West Bengal.

#### INSTRUCTIONS

- The digitally signed document is legally valid as per the IT Act, 2008 when used electronically.
- The Validity Period of TET-2022 eligibility certificate for appointment, unless otherwise notified by the State Government and/or NCTE, would remain valid for life.
- Qualifying the TET-2022 would not confer a right on any person for recruitment / appointment, it is only one of the eligibility criteria of appointment.
- The eligibility of the candidate has not been verified by the Board. The particulars of the candidate and the subjects are mentioned as per declaration by the candidate in the Application Form of TET-2022 and/or in OMR Answer Sheet. The appointing authority may verify the same before appointment.
  - The TET-2022 shall apply to Govt. Aided and Govt. Sponsored Primary Schools (for classes I – V) under the academic control of the West Bengal Board of Primary Education.
  - TET-2022 may apply to the unaided Private Primary Schools in West Bengal, who may exercise the option of considering the TET (for classes I – V, Primary) conducted by the West Bengal Board of Primary Education.

  
Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Kol.-64

Rashmi Bajaj

**BE YOURSELF,  
MAKE A DIFFERENCE.**

**accenture**

Strictly Private and Confidential

**Date: 04/28/2022**

**Bristi Banik**

**C11032883**

**24/13, I.C.ROAD, RAHARA, KHARDAH, KOLKATA - 700118**

**9230069373**

Dear **Bristi Banik**,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company or Accenture as the case maybe") in our Advanced Technology Centers, India, as per the below terms and conditions:

**Job Profile - Application Development Associate**

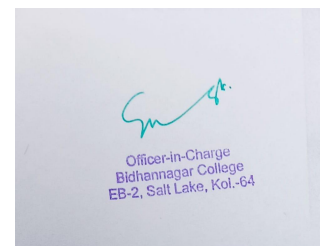
**Management Level - 12**

**Job Family Group - Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details.
- Annexure II for documentation to be submitted by you.
- Annexure III Terms of Employment
- Annexure IV-Declaration



Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college , as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding.doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

At Accenture, the health and well-being of our people, our clients and the community is our top priority. We are also committed to complying with all government safety protocols as we bring our people to our offices. To operate offices at full capacity, there is a growing mandate from government authorities to have all employees vaccinated against COVID-19. Considering this, we expect all our employees to be vaccinated. Therefore, you should ensure to take both doses of the COVID-19 vaccine before onboarding, unless your second dose is due post onboarding, and in that circumstance the second dose should be taken within the government prescribed timelines.

Please note that compliance with these provisions is a condition precedent for the offer or your continued employment with the Company.

Fundamental Skill Primers Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes an online learning module - Fundamental Skill Primers. This document further enhances and details of the learning opportunities and terms of training / assessments that were previously mentioned in your Letter of Intent.

- The learning module of this program is typically made available to you to give you a reasonable time to learn at your pace and comfort.
- After completing the Fundamental Skill Primer Learning, you will need to go through the Fundamental Skill Primer assessment.

Upon joining the Company further Stream training program(s) will be conducted for a specific duration on the specific skill set assigned to you. Periodic assessments will be conducted throughout this training program which you are expected to clear. Each of such assessments including Primer assessment will add towards your final score. A min. of 60% will need to be scored for successful clearance. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 60% marks to clear the stream learning assessments.

Your employment with Accenture is subject to your successful completion of the Stream training program and assessments as mentioned above. If you are unable to clear the Stream training assessments in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

By completing 100% of Fundamental Skill Primer online modules before the Fundamental Skill primer assessment and scoring 75% or above in the Fundamental Skill Primer assessment, a potential new joiner will be eligible for a learning Incentive of INR 10,000.



After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with Accenture are contingent upon you completing tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (<https://india.jobs.accenture.com/default.aspx>) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

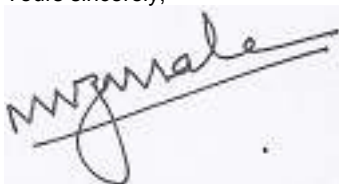
After accepting this Offer, we encourage you visit Countdown to the Company-

(<http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx>). This online, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history-as well as tips on how to develop yourself (and your career) in the future.

In case you have a query, please raise them on <https://indiacampus.accenture.com/myzone/accenture/auth/login>

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,



Mahesh Vasudeo Zurale  
Senior Managing Director  
Lead, Advanced Technology Centers, In



ACKNOWLEDGED AND AGREED

\_\_\_\_\_  
**Bristi Banik**

## ANNEXURE I

### COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
<b>(A) Annual Fixed Compensation</b>	3,00,000/-
<b>(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)</b>	25,500/-
<b>Maximum Annual Total earning potential(A+B)</b>	3,25,500/-
<b>(C)# Additional Notional Benefits</b>	
Gratuity for each year of service (indicative and assumed value calculated at an approximation of 4.81% of annual basic)	INR 5,000/-
Notional Insurance Premium paid by Company	INR 11,300/-
<b>Annual Total Earning Potential + Additional Notional Benefits (A+B+C)</b>	<b>INR 341800/-</b>
<b>(D)##Additional Discretionary Reimbursements</b>	
Annual Internet reimbursement	INR 12,000/- (capped at INR 1,000/- per month)
<b>(E)Optional opportunity to participate in the Employee Share Purchase Plan</b>	
Employee Share Purchase plan – to purchase Accenture plc Class A ordinary shares <b>at 15% discount on the fair market value</b>	INR 4,500/- [discount opportunity with an optional investment of 10% of gross pay and no change in share price]

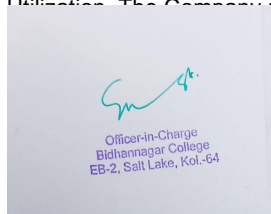
#### **(A) Annual Fixed Compensation**

Your annual fixed compensation is INR 3,00,000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

#### **(B) Local Variable Bonus (LVB)**

As part of your annual total cash compensation, you will be eligible to participate in the FY22 Local Variable Bonus program (LVB). Your indicative pay-out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. The Company may, at any time and in its sole and absolute discretion,



amend, suspend, withdraw vary and/or modify any of the terms and conditions of the LVB program guidelines The LVB will be paid out subject to you being on the roles of the Company on the date of disbursement of these pay outs and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

**Note: For International Worker Only\***

As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulations in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities.

**Benefits applicable for current Company financial year:**

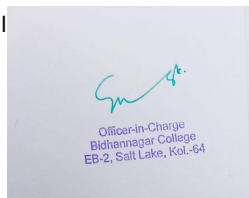
**In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:**

Insurance policy	Coverage for	Coverage amount	Premium paid by
Medical	Self, Spouse/partner (if you identify yourself as lesbian, gay, bisexual and transgender) & 2 Dependent children	INR 3,00,000/- per annum	Company
Personal Accident	Self	Up to 3 times of annual fixed compensation	Company
Life	Self	Equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000/-	Company
Future Service Liability	Self	Up to INR 20,00,000/-	Company
Employee Deposit Linked Insurance (EDLI)	Self	INR 7,05,000/- (If you contribute towards Employee Provident Fund)	Company

1. Medical:

a) Medical Insurance for self, spouse and 2 dependent children up to INR 3,00,000 per annum. This plans allows for coverage of pre-existing ailments. This is as per current arrangement with our Insurer and is subject to review from time to time.

b) You have the option of availing Accenture negotiated rates to cover your parents, parents-in-law and siblings up to INR 10,00,000 & any additional child up to INR 5,00,000 under a separate Insurance plan. You also can avail optional Top-Up and/or Critical Illness Policy for yourself and your dependents (spouse and 2 children) up to INR 10,00,000. The entire premium for this will have to be borne by you. These plans allow for coverage of pre-existing ailments as per current arrangement with our Insurer and is subject to



review from time to time.

c) For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:

- 10% of such claims for self, spouse and 2 dependent children
- 20% of such claims for parents, parent's in-law, siblings, and additional children under the separate Insurance plan.

2. Personal Accident coverage for self, up to three times your annual fixed compensation.

a) You have the option of availing Supplemental Accident cover at Accenture negotiated rates for yourself and/or your spouse. The entire premium for this will have to be borne by you.

3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000.

a) You have the option of availing Supplemental Life cover at Accenture negotiated rates for yourself and/or your spouse. The entire premium for this will have to be borne by you.

4. # (C) Gratuity amount shown above is an indicative approximation of your annual eligibility, and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972 (as may be amended from time to time), payable as per the Company policy on your exit.

# (C) Notional Insurance Premium is an approximation based on individual factors which may include age, level and fixed pay depending on the insurance. Please note that there could hence be a slight difference in the actual premium amount borne by Accenture for your insurance coverage. The premium amount is directly paid by Accenture to the Insurance companies tied up with and will not be paid to you individually. Applicable only for current FY and can be withdrawn at anytime at company's discretion.

## (D) Reimbursements would be approved as per the policies' terms & conditions. The reimbursement amounts are subject to company policy and discretion and maybe updated/reviewed/withdrawn at any time basis company discretion.

5. You will also be eligible for the Employee Stock Purchase Plan, which will provide a 15% Discounted Rate on ACN Stock traded on NYSE.

a) Employee Stock Purchase Plan (ESPP): The Employee Share Purchase Plan gives the employee an opportunity to purchase Class A common shares in Accenture Limited at a discount through payroll contributions. By participating in this plan, an employee can develop his / her ownership in Accenture and increase his/ her stake in Accenture's success.

6. Accenture provides you with access to the Employee Assistance Program (EAP) at no cost. EAP helps you and your immediate family members deal with work-life stressors, family issues, financial concerns, relationship problems, and even drug or legal concerns. The EAP services cover up to 5 in-person visits, short-term counseling, confidential access to assessments, referrals and follow-up service

In addition to the above, you will also be eligible for the following benefits:

- One time relocation allowance subject to a maximum of INR 2500.00/- on submission of actual supporting as per policy.
- Transport facility, as per Company guidelines, can be availed at no cost.

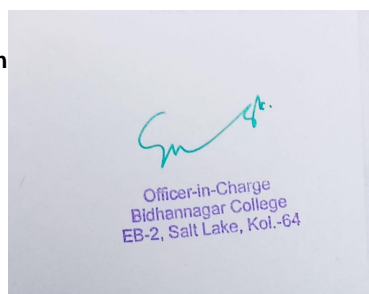
Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the above benefits & guidelines.

**From the date of your joining, the compensation further communication from the Company.**

**Annexure will be applicable to you until any**

Version 10.0 Apr-2022



Candidate's Signature \_\_\_\_\_



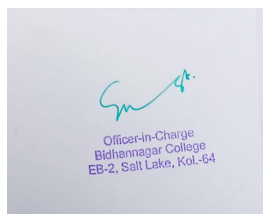
**GST Clause:**

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

**General Tax:**

All compensation will be paid to you after deduction of tax at source, in accordance with applicable law. You will be solely liable for your personal tax liabilities, as per applicable law, both in India and abroad.



30<sup>th</sup> June, 2023

Ms. Subha Lakshmi Das  
M5 CL-1 Bidhannagar (M), Purbachal  
North 24 Parganas

**Sub: Letter of Appointment**

Dear Subha Lakshmi Das,

We are pleased to extend this letter of appointment, setting out details of your professional engagement with Orcapod.

This appointment is subject to the service conditions as mentioned below and conditions as mentioned in **Annexure I** attached.

You are hired with Orcapod as **Customer Service & Sales** and will be designated as **Customer Service & Sales**. Your assignment will start effective from **03<sup>rd</sup> July, 2023**. Orcapod will compensate for your services based on the Benefits breakup given in **Annexure II**.

If you are agree to the terms and conditions (Annexure I) and offered benefits (Annexure II), please sign this letter within three days of receipt. In case we do not receive the formal acceptance within the mentioned period, this offer will be treated as null and void.

Once again Congratulations and welcome to Orcapod. We sincerely hope that, this appointment will be of mutual benefit.

For Orcapod Consulting Services Private Limited,

*Sheeba Edinal*

Sheeba Edinal (Jun 30, 2023 12:49 GMT+5.5)

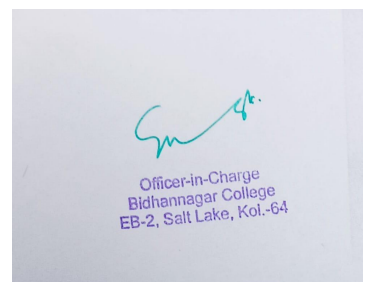
**R Sheeba Edinal**  
**Senior Manager - People Strategy**

-----  
I accept the appointment on the terms and conditions mentioned in the above appointment letter and attached Annexure.

Signature *Shubha Lakshmi Das*  
Shubha Lakshmi Das (Jun 30, 2023 13:03 GMT+5.5)

Date 30-Jun-2023

Name Shubha Lakshmi Das Place Kolkata



**Orcapod Consulting Services Private Limited**

414, Lodha Supremus II, Road No 22, Wagle Estate, Thane 400604, Mumbai, Maharashtra, India.

Email : askus@orcapod.work | Website: www.orcapod.work Bangalore

| Gurgaon | Mumbai | Pune | Hyderabad



British Council Division  
British High Commission  
17 Kasturba Gandhi Marg  
New Delhi 110 001, India  
[www.britishcouncil.in](http://www.britishcouncil.in)

MyHR ID: 117801

7 March 2024

**Ms. Shubha Lakshmi Das**  
**M-5, CL-1, Bidhannagar(M),**  
**North 24 Parganas, Purbachal,**  
**West Bengal - 700097**  
**Tel No - 8420444858**

Dear Shubha,

### LETTER OF APPOINTMENT

1. We have pleasure in offering you an appointment with the British Council Division of the British High Commission, Kolkata to the post of **Customer Service and Sales Officer** in **Pay Band 4**. The appointment is subject to:
  - i. the terms and conditions contained in this letter.
  - ii. adherence to the British Council Code of Conduct, and the Equality Policy, a copy of which is attached for ease of reference.
  - iii. such other terms and conditions of service for the British Council Division's local staff in India as may be in force from time to time. They may be varied from time to time at the Council's sole discretion;
  - iv. our receiving satisfactory pre appointment screening (PAS) report and medical report.

#### 2. Start date of appointment

Your appointment will start from the date on which you commence your duty i.e. 15 March 2024. The appointment will be on a 2 (two) years' fixed term contract, from your date of joining the British Council.

#### 3. Compensation & Benefit

- i. Your total fixed cost to company (FCTC) will be Rs **3,64,100/- (Three Lakh Sixty Four Thousand and One Hundred)** only per annum, in Pay Band **4**. Breakup of the FCTC is mentioned in Annexure A:
- ii. British Council Division has a Group Medical Insurance policy of INR 500,000 as a family floater amount.

#### 4. Tax Liability

The British Council Division of the British High Commission is not responsible for deducting income tax for its employees. Your salary includes provision for the payment of income tax and it is your responsibility to declare your income to the tax authorities and meet any tax demands made upon you.

#### 5. Hours of work

Your hours of work including 1 hour lunch break per day; will be 40 hours per week. The British Council Division may at its discretion vary these timings as the needs of the Division dictate



MJ

SLD

## 6. Annual Leave

You will be entitled to annual leave of 21 working days in each full year of service, in accordance with the regulations contained in the conditions of service for locally-engaged staff.

## 7. Probation

Your appointment will be subject to the satisfactory completion of a probationary period of 3 (three) months' confirmed in writing. This period may be extended by the British Council Division.

## 8. Notice for separation

- i. During your probation your appointment may be terminated by you or by the British Council Division at 1 (one) month's notice in writing, or payment of 1 (one) month's basic salary in lieu of notice.
  - ii. Once your appointment is confirmed your appointment may be terminated by you or by the British Council Division at 1 (one) month's notice in writing, or payment of 1 (one) month's basic salary in lieu of notice.
  - iii. If any information furnished by you in your application for employment or during the selection process is found at any time during your employment to be incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience and/or if you are found guilty of serious misconduct the British Council Division has the right to dismiss you without notice or to suspend you from duty without any notice or salary in lieu.
9. You will not engage in any other gainful occupation without the written permission of the British Council Division and the British Council Division will have an absolute discretion on such requests.
10. During the period of your appointment you may be required to undertake temporary duties in places other than those in which you are ordinarily engaged to work (e.g. on tour).
11. For your own safety and the safety of other members of this office, you will be required, at regular intervals, to submit to vaccination or inoculation against communicable diseases. You may also be required to undertake periodical medical check-up for which the British Council Division will be financially responsible.
12. British Council Division will not be responsible for any injury incurred in the performance of duty.

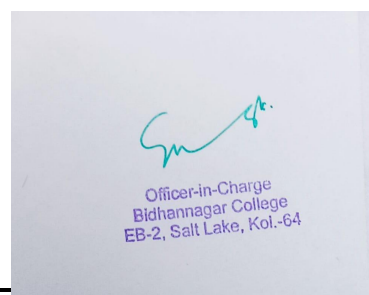
## 13. Acceptance of Offer

If you wish to accept this offer, will you please sign the slip at the foot of the enclosed copy of this letter and return the complete copy to us.

Yours sincerely

*Mahesh Jaisinghani*

**Mahesh Jaisinghani**  
**Chief Operating Officer**



Head Office:  
15/A Kalicharan Ghosh Road,  
Kolkata- 700050

**PaySlip for the Month of : February 2021**

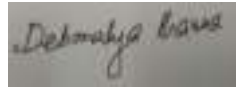
Reference: DMGS-PS-1485  
Name: Suparna Roy  
Designation : Academic Content Writer  
Reporting Place : 18 PCLS

Earnings		Deduction	
Description	Amount (INR)	Description	Amount (INR)
Basic	13000	Other Deduction (If applicable)	0
Addition (Any Relaxation)	0		
Incentive (If Applicable)	0		
<b>Total Addition</b>	<b>0</b>	<b>Total Deduction</b>	10678.57
		<b>Net Payable (Per month)</b>	2321.43

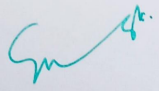
**Payment receipt status confirmation:**

Payment Mode : Bank Transfer  
Date of Payment : 11-03-2021  
Payment Details : DMGS CORP  
Payment Status : PAID

Thanks & Regards,  
DMGS



This is digital copy. You don't need to do physical signature here.  
<http://www.dmgsolution.co.in>



Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Kol.-64

Head Office:  
15/A Kalicharan Ghosh Road,  
Kolkata- 700050

**PaySlip for the Month of : February 2021**

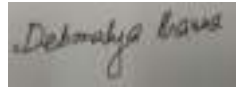
Reference: DMGS-PS-1485  
Name: Suparna Roy  
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<b>Total Addition</b>	<b>0</b>	<b>Total Deduction</b>	10678.57
		<b>Net Payable (Per month)</b>	2321.43

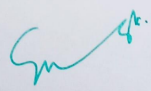
**Payment receipt status confirmation:**

Payment Mode : Bank Transfer  
Date of Payment : 11-03-2021  
Payment Details : DMGS CORP  
Payment Status : PAID

Thanks & Regards,  
DMGS



This is digital copy. You don't need to do physical signature here.  
<http://www.dmgsolution.co.in>



Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Koi.-64

# Mordern Clinical Laboratory



**Susmita Ghosh(M.Sc  
microbiology)**

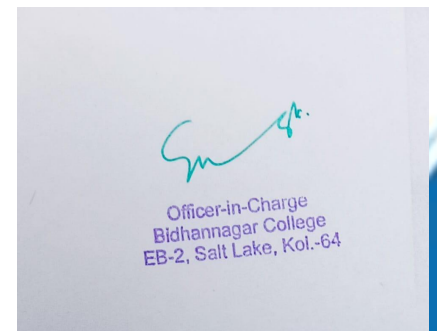
**Assistant of Microbiologist**

**9520**

**O+**

**7602935687**

**susmita.gho1995@gmail.com**





# FW: Job Offer at GTPL Kolkata Cable & Broadband Pariseva Limited !! (under Consultant Payroll)



Inbox



**Juhin Datta** 8/18/2023

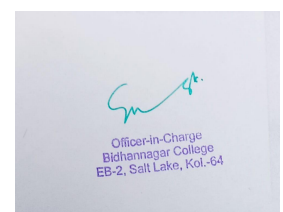
to me ▾



Dear Mr Manajit Das,

We are pleased to offer you the position of "**Transmission Executive**" on a retainer-ship basis with GTPL Kolkata Cable and Broadband Pariseva Limited (under Consultant payroll), based on the discussion we had.

Your joining date is offered for **21<sup>st</sup> August 2023**.



Your monthly retainership fee will be **INR 13,333/- (including TDS)**. All other details of your retainership will be mentioned in the retainership agreement, which will be provided upon joining the organization.

Please note that your salary details are strictly confidential and should not be disclosed to anyone. This offer is subject to





Offer Letter for Joining from - Das  
Writing Services Pvt. Ltd. Inbox



DWS HR 10/12/2022

to me, dws.bishal.d



Dear Parichita,

Congratulations, you have been selected in the stream of 'Content Development' in Das Writing Services Pvt. Ltd. with reference to your application and successful interview. You have been appointed as a "Trainee Content Developer". The following terms and conditions will be applicable:


1. Your appointment will be on a probationary basis.
2. The first level of your training period (L1) is 30 working days from the date of joining.
3. During the L1 phase, you will get 50% of your CTC as a stipend.
4. After the successful completion of the L1 phase, your services will be under probation for 6 months. During the probationary period, your annual CTC will be a minimum of INR 1.80 Lakhs per annum.
5. After probation, you will be confirmed at the discretion of the management, and the annual compensation will be (on a cost-to-company basis) decided (Including PF and ESI).
6. You have to join on **2nd January: Monday;**
7. Your appointment will be effective from the date of joining.

Please check the attached Offer Letter for further details.



Reply




  
Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Kol.-64

99+

**Shri/Kumari/Smt. Pijush Gurey, (SC/ DOB-05.08.2001), s/d of Shri Pankaj Gurey, 4B, Dhan Devi Khanna Road, Distt. Kolkata, West Bengal - 700054**, a candidate, nominated by the Staff Selection Commission, on the basis of **Combined Graduate Level Examination 2022** is hereby informed that he/she has been selected for appointment to the post of **Tax Assistant** in the **Pay Level-4** in the pay matrix as per CCS (Revised Pay) Rules, 2016 corresponding to pre-revised pay structure of Pay Band-1, Grade Pay-2400 plus usual allowances as may be sanctioned by the Government of India from time to time.

The terms and conditions for the appointment are detailed below. If he/she accepts the offer on those terms and conditions, he/she should report himself/herself for duty to the **Additional Commissioner of Income Tax, Headquarters, (Personnel & Establishment), Kolkata, 1<sup>st</sup> Floor (Room No.14), Aayakar Bhawan, P-7, Chowringhee Square, Kolkata-700069** on or before **25th September, 2023**, failing which this offer of appointment is liable to be cancelled.

No travelling or other allowances will be paid to the appointee for obtaining the medical or other certificates mentioned below or for joining the post.



Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Kol.-64



## Letter of Intent/Offer Letter

2 messages

**hr gdghabra** <hr@gdghabra.com>  
To: Poushali Bhowmick <bhowmickpoushali@gmail.com>

Sat, May 18, 2024 at 5:22 PM

To,  
  
Ms. Poushali Bhowmick  
Swami Vivekananda Road  
6th Bye Lane , Birati  
Kol-51

Sub: Letter of Intent/Offer Letter

Dear Madam Poushali,  
  
With reference to your application and subsequent interview, this is to inform you that you have been selected for appointment as PRIMARY TEACHER (PRT) in this school with effect from 21.6.24 on terms and conditions discussed and agreed between us.  
  
A formal letter of appointment with all the details will be issued to you upon your joining this institution.

Please acknowledge receipt of this letter and confirm that you would be joining us on the date mentioned above.

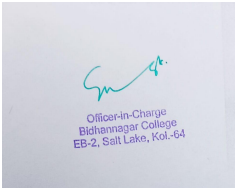
We take this opportunity to welcome you to the Goenka family.

Yours faithfully,  
  
MANAGEMENT  
G D GOENKA PUBLIC SCHOOL,HABRA

**Poushali Bhowmick** <bhowmickpoushali@gmail.com>  
To: hr gdghabra <hr@gdghabra.com>

Sat, May 18, 2024 at 10:57 PM

I accept the offer.  
[Quoted text hidden]





**भारतीय विमानपत्तन प्राधिकरण**  
**AIRPORTS AUTHORITY OF INDIA**

**B**

F. No. A.12024/03/2021-Recdt, Cell

Dated: 04.07.2022

मुख्य चिकित्सा अधिकारी / चिकित्सा अधीक्षक  
Chief Medical Officer / Medical Superintendent  
सरकारी अस्पताल / Govt Hospital

**विषय भारतीय विमानपत्तन प्राधिकरण में कनिष्ठ कार्यपालक (वायु यातायात नियंत्रण)**  
**के रूप में नियुक्ति के उद्देश्य के लिए मेडिकल बोर्ड द्वारा चिकित्सा जांच**  
**Subject: Medical Examination by Medical Board for the purpose of Appointment as**  
**Junior Executive (Air Traffic Control) in Airports Authority of India**

महोदय / Sir,

सूचित किया जाता है कि MS. MADHURIMA HALDER का भारतीय विमानपत्तन प्राधिकरण में कनिष्ठ कार्यपालक (वायु यातायात नियंत्रण) के पद पर रूप 40,000-1,40,000/- के वेतनमान में चयन किया गया है। इस पद पर नियुक्ति के लिए फिटनेस हेतु विधिवत गठित मेडिकल बोर्ड द्वारा उनकी चिकित्सा जांच करने की आवश्यकता है।

This is to inform you that MS. MADHURIMA HALDER has been selected for appointment to the post of Junior Executive (Air Traffic Control) in the scale of Rs. 40,000-1,40,000/- in Airports Authority of India. He / She is required to be medically examined by a duly constituted Medical Board for fitness for appointment to the aforesaid post.

2. अनुरोध है कि उपर्युक्त पद के लिए उक्त उम्मीदवार की चिकित्सा जांच संलग्न प्रोफार्मा के अनुसार की जाए और उनकी फिटनेस या अन्यथा को इंगित करने वाला एक अस्थायी प्रमाणपत्र कृपया उम्मीदवार को सौंप दिया जाए तथा अंतिम रिपोर्ट मेडिकल सर्टिफिकेट (मूल रूप में) Airport Director, Airports Authority of India, NSCB Airport, Kolkata-700052 को भेज दी जाए।

It is requested that the above candidate may please be medically examined for the above post as per the proforma enclosed herewith and a provisional certificate indicating his / her fitness or otherwise may please be handed over to the candidate and the final report along with Medical Certificate (In original) may please be sent to the Airport Director, Airports Authority of India, NSCB Airport, Kolkata-700052.

भवदीय / Yours Faithfully,

  
(SANJEEV SHARMA)  
MANAGER (HR)

प्रति / Copy :


MS. MADHURIMA HALDER: कृपया इत चत्र तथा संलग्न प्रोफार्मा के साथ चिकित्सा जांच हेतु सरकारी अस्पताल के मुख्य चिकित्सा अधिकारी / चिकित्सा अधीक्षक से संपर्क करें। चिकित्सा जांच के समय आपको विधिवत भरे उम्मीदवार के विवरण और घोषणा पत्र (Annexure-C) मेडिकल बोर्ड को प्रस्तुत करने की भी आवश्यकता है।

MS. MADHURIMA HALDER: You are required to contact the Chief Medical Officer / Medical Superintendent of Govt. Hospital along with this letter and enclosed proforma for medical examination. You are also required to submit duly filled candidate's statement and declaration form (Annexure-C) to the medical board at the time of medical examination.

राजीव गौधी भवन  
Rajiv Gandhi Bhawan

सफ़दरजंग हवाई अड्डा, नई दिल्ली  
Safdarjung Airport, New Delhi

दूरभाष: 24632950  
Phone: 24632950

  
Officer-in-Charge  
Birla Institute of Science and Technology  
EB-2, Salt Lake, Kol-64



File no. ICMR-NIREH/Recruitment/06/2023/1120

Date: 30.12.2023

**अंतिम प्रस्ताव पत्र / Provisional Offer Letter**

विषय: आईसीएमआर-एनआईआरईएच, भोपाल में सीधी भर्ती के आधार पर 'तकनीकी सहायक' के पद के लिए अंतिम प्रस्ताव पत्र के संबंध में।

Sub: Provisional Offer Letter to the Post of 'Technical Assistant' on Direct Recruitment Basis at ICMR-NIREH, Bhopal - reg.

संदर्भ: विज्ञापन संख्या. 06/2023  
Ref: Advertisement no. 06/2023

प्रिय अभ्यर्थी / Dear Candidate,

आईसीएमआर-राष्ट्रीय पर्यावरणीय स्वास्थ्य अनुसंधान संस्थान (आईसीएमआर-एनआईआरईएच), भोपाल को आपको यह बताते हुए हर्ष हो रहा है कि, विज्ञापन संख्या 06/2023 के अनुसार आयोजित कंप्यूटर आधारित टेस्ट (सीबीटी) के आधार पर आपको आईसीएमआर-एनआईआरईएच, भोपाल में 'तकनीकी सहायक' (एससी) के पद के लिए अंतिम रूप से चुना गया है।

यह प्रस्ताव पत्र अंतिम है और आपकी नियुक्ति आपके दस्तावेजों की जांच/सत्यापन के अधीन होगी। दस्तावेज सत्यापन दिनांक 15.01.2024 से 19.01.2024 तक आईसीएमआर-राष्ट्रीय पर्यावरणीय स्वास्थ्य अनुसंधान संस्थान (आईसीएमआर-एनआईआरईएच), भोपाल में किए जाएंगे। दस्तावेज सत्यापन हेतु निर्देश अगले पृष्ठ पर संलग्न है।

The ICMR-National Institute of Research in Environmental Health (ICMR-NIREH), Bhopal is pleased to inform you that, based on the Computer Based Test (CBT) as per the advt. no. 06/2023, you have been provisionally selected for the post of 'Technical Assistant' (SC) at ICMR-NIREH, Bhopal.

This Offer Letter is Provisional and your appointment will be subjected to further scrutiny/verification of your documents before joining. The document verification will take place from 15.01.2024 to 19.01.2024 at ICMR-National Institute of Research in Environmental Health (ICMR-NIREH), Bhopal. The Instructions for Document Verification are given on the next page.

  
(राज कुमार) / (Raj Kumar)

वरिष्ठ प्रशासनिक अधिकारी एवं कार्यालय प्रमुख/  
Senior Administrative Officer and Head of Office  
कृते निदेशक/For Director

प्रति/To,

Mr. Promit Kumar Sarkar  
Apanjan Park, Nivedita Sarani, Fatokgora, Chandannagar  
Hooghly, West Bengal - 712136  
Email: [promit.sarkar1998@gmail.com](mailto:promit.sarkar1998@gmail.com)  
Mobile: 7278747012  
Application Number: BPLTA0669

पृष्ठ क्रं 2 पर जारी/Cont. page no. 2

**दस्तावेज सत्यापन के लिए निर्देश / INFORMATION FOR DOCUMENT VERIFICATION**

The candidates who have been selected (provisionally) for the Technical Cadre Posts at ICMR-NIREH, Bhopal are requested to visit ICMR-NIREH, Bhopal Bypass Road, Bhauri, Bhopal, Madhya Pradesh - 462030 for Document Verification as per the details given below:-

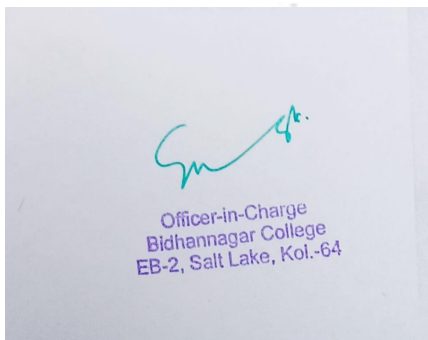
दिनांक/Date: 15.01.2024 to 19.01.2024  
समय/Time: 10:30 AM to 05:00 PM  
स्थान/Venue: Admn. Block, ICMR-NIREH, Bhopal Bypass Road, Bhauri, Bhopal, M.P. - 462030

उम्मीदवारों को निम्नलिखित दस्तावेजों की मूल प्रति लानी होगी और उनकी दो सेट स्व-सत्यापित प्रतियां जमा करनी होंगी / The Candidates are required to bring the following documents in original and submit two set self-attested copies of the same:-

- (1) Hall Ticket/Admit Card.
- (2) Matriculation or equivalent certificate in support of your Date of Birth;
- (3) Educational Qualification certificates as per the Advertisement.
- (4) Experience Certificate, if any (original ink signed) as per the Advertisement.
- (5) Category Certificate (SC/ST/OBC (NCL)/EWS/PWD/ESM) in prescribed format, if applicable.
- (6) No Objection Certificate and Service Certificate from your employer, (in case you are seeking age relaxation as Central Government Civilian Employee/Departmental candidate). Please note that you will not be eligible for being treated as a Departmental Candidate if you have ceased to be in Government Service;
- (7) Two recent passport size photographs.
- (8) Aadhaar Card & PAN Card

ध्यान दें/Note: - The candidates belonging to the OBC (NCL) are requested to bring the OBC (NCL) certificate applicable for applying to the Central Government Jobs and should be valid for the FY-2023-24. Similarly, the EWS certificate should also be valid for the FY-2023-24.

हालांकि परिणाम तैयार करने में हर सावधानी बरती गई है, आईसीएमआर-एनआईआरईएच भर्ती प्रक्रिया के किसी भी चरण में त्रुटियों और चूक, यदि कोई हो, को सुधारने का अधिकार सुरक्षित रखता है। इसके अलावा, यह प्रस्ताव आईसीएमआर-एनआईआरईएच, भोपाल में रोजगार का कोई अधिकार प्रदान नहीं करता है। / While every care has been taken in preparing the result, ICMR-NIREH reserves the right to rectify the errors and omissions, if any, at any stage of the recruitment process. Further, this offer does not confer any right for employment at ICMR-NIREH, Bhopal.



(राज कुमार) / (Raj Kumar)

वरिष्ठ प्रशासनिक अधिकारी एवं कार्यालय प्रमुख/  
Senior Administrative Officer and Head of Office  
कृते निदेशक/For Director

## Anthropology

Government of West Bengal  
Finance Department  
Audit Branch  
Nabanna, Howrah - 711102

*No.3711 - F(H)*

*Dated, Howrah, the 1<sup>st</sup> December, 2021*

### MEMORANDUM

Smt. Koushiki Sen, D/o - Late Biplab Sen, residing at Flat No. 1A, CA/16, Saptaparni Apartment, Rail Pukur Road, P.S. - Baguiati, Kol - 59, is hereby appointed on compassionate ground, under Exempted Category, in the post of Group - D in Finance Department, on temporary basis, under Pay Level - 1 of Rs.17,000/- - Rs.43,600/- in the revised pay structure of ROPA, 2019 [corresponding to the unrevised scale of pay in Pay Band -I of Rs. 4,900- 16,200/- with Grade Pay Rs. 1700/-] plus other allowances, as admissible time to time, from the date she joins the post, until further order.

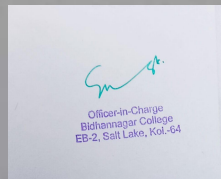
**Sd/- U. K. Dutta**  
**Deputy Secretary**  
**Government of West Bengal**


✓ *No.3711/1(7)- F(H)*

*Dated, Howrah, the 1<sup>st</sup> December, 2021*

Copy forwarded for information and necessary action to :-

1. The Principal Accountant General (A&E), West Bengal, Treasury Buildings, Kolkata - 1
2. The P & A.O., Kolkata Pay & Accounts Office-I, 81/2/2, Phears Lane, Kol - 12
3. The Registrar, Finance Department, Accounts Branch, Nabanna, How-2
4. The Deputy Secretary, Finance Department, Group - H, Writers' Buildings, Kol - 01
5. The Establishment Cell of this Department.
- ✓ 6. **Smt. Koushiki Sen**, D/o - Late Biplab Sen, residing at Flat No. 1A, CA/16, Saptaparni Apartment, Rail Pukur Road, P.S. - Baguiati, Kol - 59
7. Office Copy



  
**Deputy Secretary**  
**Government of West Bengal**

## Chemistry



मिसिलसं/F.No.1-4/2015-Admn-II (Pt-I)

भारतसरकार/Government of India

कृषि एवं किसान कल्याण मंत्रालय/Ministry of Agriculture & Farmers Welfare

कृषि एवं किसान कल्याण विभाग/Department of Agriculture & Farmers Welfare

वनस्पति, संरक्षण, संगरोध एवं संग्रह निदेशालय/Directorate of Plant Protection, Quarantine & Storage

एनएच-४, फरीदाबाद-१२१००१, हरियाणा/NH-IV, Faridabad-121001(Haryana)

दिनांक/Dated: February, 2022

To,

Shri Subhankar Palit S/o Swapan Palit  
Village- Dhalthitha PO- Dhalthitha PS Basirhat,  
Dist.- North 24 Praganas, West Bengal-743412

Subject:- Recruitment to the post of Assistant Plant Protection Officer (Chemistry) in the Directorate of Plant Protection, Quarantine & Storage – Offer cum Appointment Letter - regarding.

\*\*\*\*\*


Sir/Madam

I am pleased to congratulate you for your selection to the post of Assistant Plant Protection Officer (Chemistry) as per recommendation of Staff Selection Commission (SSC), North West Region (NWR), Chandigarh vide their letter No.S.11011/1/2019 dated 23.11.2021. I am further directed to say that you are hereby offered an appointment as Assistant Plant Protection Officer (Chemistry) on **temporary basis** in the, **Pay Matrix Rs.35,400-1,12,400/- at Level 6 in Cell-1** (Pre-revised Pay Band-2 Rs.9300 - 34800 + Grade pay of Rs. 4200/-) & you are also hereby directed to report for duty at **RPTL, Kanpur within 30 days** from the date of issue. The appointee will be entitled to the minimum of the pay scale of the post and other allowances at the rates admissible and subject to the conditions laid down in the rules and orders governing the grant of such allowances in force from time to time.

**The terms of appointment are as under:**

- (i) Your appointment will be on probation for a period of two years from the date of assuming charge of the post. However, if no orders are passed by the competent authority on the expiry of the said period of two years, the period of probation shall be deemed to have been extended till such time as specific orders are passed in this regard.
- (ii) The appointment is liable to be terminated at any time without notice during the period of probation without assigning any reason and thereafter on one month's notice given by either side, the appointing authority or the appointee. The appointing authority, however, reserves the right to terminate the services of the appointee on payment of a sum equivalent to the pay and allowances for the period of notice or the un-expired portion thereof, respectively.
- (iii) In accordance with the orders in force in regard to the recruitment to service under the Government of India, no person who has entered into or contracted a marriage with any person

**Contd.....**

  
Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Kol.-64



English



Date :17 November 2021

Sohini Roy

Ravinanda Skylights E 307, Wagholi, Bawa

Pune-411016

Sub: Employment Letter

Dear Sohini,

With reference to your application and subsequent interactions we are pleased to offer you an Employment as Customer Service Associate in the Operations with CONNEQT Business Solutions Limited (The Company) with effect from 17 November 2021 on the following terms and conditions.

You will be paid an Annual Gross Salary of INR. 173088.00 In addition to the above, you will be covered under PF, ESI, Bonus, Gratuity etc., if applicable as per law. Based on the present applicability your annual CTC would be Rs 210000.0 This may undergo change in view of the changes in the laws. Detailed break-up of the monthly and annual CTC is annexed to this letter as annexure A

Please note that the information pertaining to remuneration and benefits payable to you is CONFIDENTIAL and should not be shared with anyone other than the authorized representative(s) of the Company.

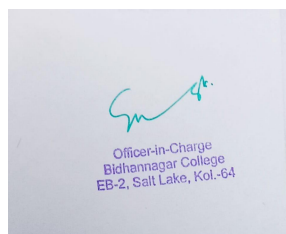
The above mentioned offer shall be valid if you join us on 17 November 2021. Should you have any further queries, please feel free to contact our Recruitment Team.

You will initially be posted at our Pune - Kalyaninagar Office. The Company may transfer your services to any of the existing office(s) / department(s) / division(s) / Section(s) / establishment(s) of the Company including any of its subsidiaries / holding / associate company or that may come into existence in the future in India or abroad. Your transfer shall be governed by the Company's Transfer Policy and Regulations, as may be in force from time to time.

You will be working on flexible timings as may be decided by the Company.

Your joining shall be subject to submission of copies of testimonials (originals to be presented):

1. Academic qualification certificates (Matriculation onwards) including proof of date of birth and professional proficiency certificates, where applicable
2. Experience certificate(s), Relieving letter/ Clearance certificate, from your previous employer(s), as applicable. (Relieving letter is a must)
3. PAN Card and Aadhar Card
4. Cancelled Cheque





**CENTRAL INDUSTRIAL SECURITY FORCE  
(Ministry of Home Affairs)**

**CISF UNIT DSP DURGAPUR  
CISF UNIT DSP DURGAPUR  
BHIRINGI MOR, PO - DURGAPUR  
DISTT. - PASCHIM BURDWAN  
WEST BENGAL, PIN-713203**

**E-32015/CISF/DSP(D)/RECTT/APPTT-CT(GD)-2022/2023- 1168**

**Dated:26-08-2023**

**To,**

**No. 4410085338  
SOURAV BISWAS  
S/o SANGRAM BISWAS  
20/1 OLD NIMTA ROAD BELGHARIA  
KOLKATA  
Distt- NORTH 24 PARGANAS, State- WEST  
BENGAL, PIN- 700056.**

**Subject: RECRUITMENT OF CONSTABLE/GD IN CENTRAL INDUSTRIAL SECURITY FORCE :  
PROVISIONAL OFFER OF APPOINTMENT**

Reference your selection to the post of Constable/GD in Central Industrial Security Force.

2. You have been provisionally selected for appointment as Constable/GD in CISF on the following terms and conditions:-

- i. You will draw the pay in the Pay Matrix Level-3, Rs.21700-69100.
- ii. Your appointment will be subject to the conditions given in the Agreement Form, which will be required to be filled at the time of reporting at

**RTC RTC BEHROR  
CISF MAHARANA PRATAP RECRUIT TRAINING CENTER  
BEHROR, RAJASTHAN  
Nearest Airport:- DELHI  
Nearest railway station:- NARNAUL  
Nearest bus Depot:- NARNAUL**

- iii. You will be on probation for a period of two years.
- iv. The Appointing Authority may discharge you from service at any time during the period of probation, if in their opinion, your work or conduct during this period is considered unsatisfactory, or shows that you are not fit for permanent appointment.
- v. You will be considered for confirmation in service on your successful completion of probation and if you are found fit in every respect for confirmation.
- vi. It should be understood that your appointment is subject to any change in the Recruitment Rules framed from time to time and that you will have no claim for compensation in consequence of any such change. Further you will be subjected to the provisions of Central Industrial Security Force Act, 1968 (50 of 1968) and Central Industrial Security Force Rules, 2001 as amended from time to time.
- vii. You are liable for transfer to any station in the Union of India.
- viii. You are liable to be employed at any place within or outside India.

- ix. You are liable to serve in NSG, SPG or any other Force of the Country in the broader interest of National security.
- x. In case you belong to SC/ST category your appointment will be subject to the Caste/Tribe certificates being verified through the proper channels and if the verification reveals that your claim to belong to Scheduled Caste or Scheduled Tribe, as the case may be, is false, the services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of false certificates.
- xi. In case you belong to OBC category, you are required to submit the original OBC Certificate. In addition to this, you are also required to submit a declaration about your creamy layer status. Your appointment is provisional and is subject to the community certificate being verified through the proper channels. If the verification reveals that your claim or your declaration regarding your creamy layer status is false, your services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of Indian Penal Code for production of false certificates.
- xii. In case you belong to EWS, your appointment is provisional and will be subject to the income and asset certificate being verified through the proper channels and if the verification reveals that the claim to belong to EWS is fake/false, your services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of fake/false certificate.
- xiii. If there is material evidence at a later date to prove that you had not met any of the criteria laid down for recruitment like domicile, category (SC/ST/OBC/EWS), educational, physical and medical standards etc, your provisional call up notice will be cancelled. You will further be liable to be terminated in case of the mistake coming to the knowledge of the department after your joining in the service.
- xiv. The vacancies are distributed amongst the States according to their population ratio. Domicile of the particular State are eligible for appointment against the vacancies allotted to that particular State. Your appointment is provisional and is subject to the status of domicile or domicile certificate being verified. If the verification reveals that the claim to belong to that particular State against whose vacancy your selection has been made is false, the services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code.
- xv. You will be subjected to fresh medical examination at the time of reporting to RTC, if the validity period of one year from the date of fitness to joining service is over in terms of recruitment medical guidelines issued by MHA vide UO dated 20/05/2015. In such a situation, you will be allowed to join the post after being found fit in fresh medical examination.
3. **If you accept the above mentioned terms and conditions, you may report to Principal, RTC BEHROR on 21-10-2023 (FN) repeat on 21-10-2023 (FN) for joining the post of Constable/GD in the Central Industrial Security Force. On completion of joining formalities as per rules, you are required to undergo basic training in the RTC .**
4. **In case you fail to report to the Training Centre by 21-10-2023(FN) , it will be presumed that you are not interested to accept this offer and the candidature will automatically stand cancelled. However, if you are not able to report to the Principal RTC BEHROR for joining the post of Constable/GD in the Central Industrial Security Force by 21-10-2023(FN) due to unavoidable or compelling circumstances, you may submit your request with full facts/justifications to the Principal RTC BEHROR. Your request for extension should reach the Principal RTC BEHROR by 18-10-2023 through speed post only failing which it will be presumed that you are not interested to join and your call up notice will be cancelled. You should enclose all necessary documents in support of your request for extension, which will be considered by the competent authority. The decision of the competent authority shall be final and binding. There will be no appeal against the order of the competent authority.**
5. It is further informed that you are required to carry the following documents in original:-
- a. Two copies of Attestation Forms (Already supplied or enclosed) duly filled in completely. (In case the answer to any question of column No. 15(i) of attestation form is "YES" then you must submit complete details of the case to the Principal RTC BEHROR immediately by post on receipt of this call up notice for joining. Only on hearing from the Training Centre you will report for basic training. It is once again reiterated that without forwarding the details in advance to the Principal RTC BEHROR, hearing from Training Centre you will not be allowed to join for the basic training).

- b. Certificate of Character (Annexure-IV format already supplied or enclosed), duly signed in appropriate column by the Sub-Divisional Magistrate/District Magistrate of your District.
  - c. Character and antecedent certificate (format already supplied or enclosed) from your local SHO duly filled in completely and signed. Your recent passport size photographs should be affixed on the right side corner of the certificate which should be attested by the SHO.
  - d. All original certificates pertaining to your educational qualifications, date of birth, belonging to SC/ST/OBC/EWS/Hillman/Tribesman and Sports/NCC/ Other extra-curricular activities.
  - e. Two copies of your recent passport size photographs.
  - f. In case, you are already employed in Govt/Quasi Govt/Public Sector undertaking etc, you should get yourself relieved after duly observing the formalities as applicable before reporting at above Training Centre.
6. If you had applied for other services before joining CISF, you should intimate all the details in this regard to the Principal Training Centre immediately on joining for basic training, failing which your request to leave the department on 'technical resignation' will not be considered.
  7. You must open a simple saving bank account in your name in State Bank of India repeat State Bank of India before joining at the Training Center. You should bring passbook, chequebook and ATM card for drawal of payment. If feasible, you should also bring PAN Card and Aadhar Card (as proof of Identity) for easy and quick opening of your account for New Pension Scheme.
  8. You should be in possession of sufficient money in your account, at least Rs.8000/- for your own mess deposit which will be deposited to the Training Centre at the time of reporting. The mess deposit will be done by cheque.
  9. You should also carry your personal belongings including proper clothing and bedding and other items of daily use which may be required by you.
  10. You are advised not to be in possession of jewellery or expensive ornaments.
  11. You will not be allowed to carry mobile phones during the training activities.
  12. You are also advised not to bring any expensive gadget or any expensive item.
  13. No TA/DA will be admissible to you for this journey.
  14. The "NEW RE-STRUCTURED DEFINED CONTRIBUTION PENSION SYSTEM" applicable for the new entrants to the Central Government Services w.e.f. 1<sup>st</sup> January, 2004 will also be applicable to you.

Signature of appointing authority with designation & date (Commandant only)

(SANJEET KUMAR)

Commandant/Chairman


Dossier Scrutiny Board, CT/GD-22

CISF Unit DSP Dumour

26 AUG 2023

**Encls(If not supplied earlier):**

- i. Two Attestation Forms
- ii. Annexure-IV
- iii. Form of SHO certificate.

  
Officer-in-Charge  
Bidhanagar College  
EB-2, Salt Lake, Koi-64

Ref: 968229/2225474/PT

04-Aug-23

Mr Deep Sankar Ganguly

8/2/36 Shibam Apartment, Arabinda Sarani,

Kamalapur East, Near HMV, Dum Dum(m) -

Kolkata West Bengal 700028

Dear Deep,

With reference to your internship request, we are pleased to inform you that you have been selected to pursue your academic project as “**Trainee Intern**” at **Tech Mahindra Ltd.** for enabling your academic requirements of the course **<BSC>**. During the period of your Internship, you will be guided by the following terms and conditions: -

1. You will be an Intern with the Company for a period of **11 months** starting from **04-Aug-23** to **04-Jul-24**.
2. You will be eligible for Stipend of **INR 11500 per month** agreed to in writing and applicable taxes will apply if any.
3. As an Intern, you are expected to gain practical experience by doing one or more of the below in a timely manner as suggested by your reporting manager/mentor.
  - self-upskilling as per the project skill/s
  - completing project assignments/POCs
  - attending project meetings
  - doing project shadowing
4. This internship is not an “Offer of Employment” with the Company, and you will not be entitled for any payment or employee benefits during the internship period except stipend as specified in Clause 2 above.
5. Based on your performance and successful completion of your internship, the Company will consider you, at its sole discretion, for full time opportunity in the Company.
6. During this internship period, you will report directly to **Asif Ansari1, AA00508200@TechMahindra.com**, Reporting Manager who can be contacted for any assistance related to this internship.
7. The Company reserves the right to terminate your internship at any time at its sole discretion.



8. Your internship would be virtual till further communication from the Company. On the day of joining as an intern, please report to **Gargi Chattopadhyay (GC00634446@TechMahindra.com)** latest by **9:00 am** at the following address: **Tech Mahindra Limited, DLF 2, Tower B & Tower C, Premises No. 11/F, 1st Floor and 3rd /4th Floor, New Town, Rajarhat, Opp. Gitanjali Park, Kolkata-700156.** to complete the joining formalities and understand the further instructions.
9. You will be taking up this assignment/engagement on your own accord and at your own risk and responsibility and the organization will not be responsible for any untoward incident that might happen during your engagement as Intern with us.
10. By agreeing to undertake internship at Tech Mahindra Ltd as an Intern, you tacitly agree to abide by Company's dress code and conduct yourself in a manner that does not damage the image and reputation of the Company.
11. Please note that this Internship will be Contingent upon **Mandatory Registration** required on NATS Portal (National Apprenticeship Training Scheme (NATS)) before you join us

Please go to the NATS portal

(<https://ind01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.mhrdnats.gov.in&data=02%7C01%7CSatpal.Talwar%40TechMahindra.com%7C9140509417a24fba0cf908d74615c5f6%7Cedf442f5b9944c86a131b42b03a16c95%7C0%7C0%7C637054931634115154&data=ar3nJQ2GINJZC7o5eZW53LheVGzxWdptUFqmjhmQCWY%3D&reserved=0>) and complete Mandatory Registration (National Apprenticeship Training Scheme (NATS)). You would need the following documents/information

1. Mobile number
2. Email Address
3. Copy of the Aadhar card/Pan card
4. Passport size photo
5. Original last year Mark sheet / Provisional mark sheet.
6. Bank Details

You can also enroll from their Mobile phones and can upload your documents on the portal. You can upload the documents with photo scanner application from mobile.

Please note that the maximum file size that can be uploaded is 1MB

If you have already registered on the Portal please keep the registration ID handy at the time of on-boarding



Please return the acceptance copy (attached) to **Nayan (NA00737917@techmahindra.com)** duly affixing your full signature as a token of your acceptance.

Thanking you,

Yours faithfully,

**For Tech Mahindra Limited**



**Mukul Sah**


**Group Head – HR & RMG**

**Agreed and accepted**

Name : **Deep Sankar Ganguly**

Signature :

Date :



Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Kol.-64

## Appendix A

### Non-Disclosure Agreement

I, **Deep Sankar Ganguly**, hereby certify that: -

I understand that it may be desirable and necessary for Tech Mahindra Limited or any of its suppliers, licensors, licensees or customers to disclose to me information which may include, by way of illustration and not by way of limitation, technical information, designs, drawings, processes, systems, procedures, formulae, test data, improvements, price lists, financial data, code books, invoices, financial statements and other financial information, computer programs, disks, printouts, sketches, customer and prospect contacts, customer and prospect lists, names, addresses or any other compilation of information written or unwritten (both individually and collectively referred to herein as "Confidential Information") during the course of my internship.

Because, I will have access to and become familiar with such Confidential Information, I hereby agree to accept and retain such Confidential Information in confidence and agree, at all times during or after the completion of my internship, not to, directly or indirectly, disclose, reveal, use, copyright or patent such Confidential Information, without the prior written consent of an authorized officer Tech Mahindra Limited I also agree to keep the contractual relationships of Tech Mahindra Limited with its suppliers, licensors, licensees, customers, contractors, and subcontractors confidential, including the names, addresses, or special requirements of Tech Mahindra Limited's customers. This Section is intended to apply to all materials, which I may compile, as well as to all materials furnished to me by anyone else in connection with my internship.

a. Because it may not be clear to Intern which information is Confidential Information, in order to minimize the possibility of inadvertent disclosure, Intern agrees to consult with Tech Mahindra Limited before making any disclosure of information covered by this Agreement.

b. Intern may disclose information if such disclosure is directly pursuant to a valid and existing order of a court, or a governmental body or agency, within India; provided, however, that prior to such disclosure, an Intern (i) notifies Tech Mahindra Limited in writing of the prospective order, or proceeding giving rise to such order, and (ii) Tech Mahindra Limited has had the opportunity to prevent or limit such disclosure.

c. In the event of a breach or threatened breach of this Section by Intern, Tech Mahindra Limited shall be entitled, in addition to all other remedies otherwise available to Tech Mahindra Limited to and intern hereby consents to the issuance thereof forthwith in any court of competent jurisdiction



without proof of specific damages. Intern waives any requirement for a bond in connection with any temporary or pendent lite injunctive relief.

d. In the event that Tech Mahindra Limited shall enforce any part of this Agreement through legal proceedings and obtains any judgment or order in such proceedings, Intern agrees to pay to Tech Mahindra Limited any costs and attorneys' fees reasonably incurred by Tech Mahindra Limited in connection with obtaining such judgment or order.

Name: **Deep Sankar Ganguly**

Signature:

Date:



## Appendix B

### Confidentiality Undertaking

I understand that during my Internship with Tech Mahindra Limited., I will have access to information for its customers, suppliers, vendors and licensors, any or all of which are referred to in this agreement "Tech Mahindra Limited. I also understand that this information, whether technical or non-technical is commercially valuable. It is referred to in this agreement as "confidential information".

A few examples of confidential information are given below. However, these examples do not list all of the types of confidential information which I may develop or to which I may have access:

- 1) Information of a business nature such as marketing, underwriting, Trainee customer and claimant data, sales, and list of customers, including future developments and planning concerning them.
- 2) Computers /software programs and intern documentation and material which are propriety to Tech Mahindra Limited or which Tech Mahindra Limited. is under an obligation to prevent this disclosure.
- 3) Information from Tech Mahindra Limited's vendor and supplier which is confidential, propriety or copyrighted.
- 4) I hereby agree that:

- The confidential information shall remain the sole and exclusive propriety of Tech Mahindra Limited and I shall regard it as confidential and secret information.
- The confidential information is the property considered to be the trade secrets of Tech Mahindra Limited because it involves processes and compilation of information which are secret, confidential, and not generally known to the public and which are the products of expenditure of time, effort, money, and /or creative skills of Tech Mahindra Limited. ☐ The use of confidential information is furnished to me during my internship on a confidential and secret basis for a sole and exclusive use and pursuing my Intern duties at Tech Mahindra Limited.
- I will not, during and after my Internship at Tech Mahindra Limited., publish, disclosed, or otherwise divulge the confidential information to any person not specifically authorized by Tech Mahindra Limited. to receive such information.
- I will not copy and confidential information for any purpose except with the express consent of the Tech Mahindra Limited. Officials or the expressed written authorization of the third party owner.



- Upon completion of my Internship with Tech Mahindra Limited., or at any other time at Tech Mahindra Limited. request, I agree to return promptly to Tech Mahindra Limited., all confidential information, including but not limited to all manuals, letters, notes, notebooks, reports, formulae, computer programs and associated documentation and material, memoranda, customer list and all other materials and all copies of them relating in any way to Tech Mahindra Limited which in any way were obtained by me during my Internship at Tech Mahindra Limited. which are in my possession or under my control. I further agree that I will not make or retain any copies of the above mentioned information and will so represent to Tech Mahindra Limited. upon completion of my Internship.
- This confidentiality agreement will continue to be in effect after the completion of my with Tech Mahindra Limited.
- IF any provision of this agreement is declared invalid or unenforceable with respect to a particular occurrence or circumstance or otherwise, that will not affect the validity, enforceability, or applicability of any other provision of this agreement.

Name: **Deep Sankar Ganguly**

Signature:

Date:



**PRIVATE AND CONFIDENTIAL**

**Reference No. - 1384346172**

**Applicant ID - 5009859**

13-Oct-2022

Sourav Jha

Dear Sourav,

This is further to our communication inviting you to participate in the Probationary Officer Programme at ICICI Manipal Academy.

On your successful completion of the said classroom training and the first leg of on-the-job internship, we are pleased to make you this offer for Four months on-the-job internship at ICICI Bank as the last leg of Probationary Officer Programme. On successful completion of the final Four months on-the-job internship you will join ICICI Bank.

You will be placed in BBG-BUSINESS LOANS GROUP at HYDERABAD-ATTAPUR RAJENDRA NAG. Your on-the-job internship would take place at HYDERABAD-ATTAPUR RAJENDRA NAG.

The details of your remuneration and benefits are given in Annexure.

The following detailed terms and conditions shall govern your on-the-job internship period and your employment with ICICI Bank:

Commencement/Term:

- You shall be required to join ICICI Bank on 15-Oct-2022 initially as Probationary Officer for on-the-job internship.
- You shall be required to complete on-the-job internship for a period of Four months immediately on joining.
- On successful completion of your on-the-job internship, you will be placed in the grade of Deputy Manager (Band I) in ICICI Bank.
- In the event of not being able to successfully complete the on-the-job training as per the assessment of ICICI Bank, this offer of appointment shall be withdrawn and revoked without any further communication, on expiry of Four months period. In the position of Deputy Manager (Band I), you shall be placed on probation for a period of one year or such extended period as may be decided by the Bank at its discretion based upon your performance during the probation period.

Sourav Jha


- On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

Other Terms and Conditions of Service:

- **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, the services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- **IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.
- **Notice Period:** In case you decide to leave the Bank's services during probation period or after confirmation, you will be required to give thirty days' notice. The Bank in its sole discretion can decide to waive off/reduce the notice period depending upon the exigencies. In such case, you would be required to pay to the Bank the gross salary for the notice period so reduced/waived off.

After confirmation, your services would be liable to be terminated by the Bank, by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period.

- **Transfer:** The Bank shall have the right to transfer/depute you to any of its offices or ICICI group companies in India or abroad.
- **Joining Competitor:** In the event of termination of your services by the Bank or your resignation from the services of the Bank, you shall not join any Banking or Financial Services Company for a period of six months from the date of your resignation/termination.

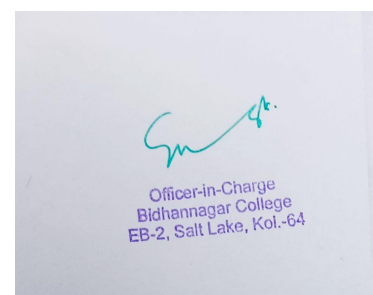


Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Kol.-64

Remuneration Details		
Name: Sourav Jha		
Position: Deputy Manager (Band I)		
Grou : RETAIL BANKING GROUP		
	Deputy Manager (Band I)	
	Monthly	Annual
Basic	20,000	240,000
	5,500	66,000
Supplementary Allowance*	18,000	214,000
Superannuation Allowance **	3,650	43,800
Total	46,983	563,000
Retirals		
Retirals (PF, Gratuity)	2,716	32,592
Total CTC	49,699	596,392
Performance Linked Retention Pay	6,250	75,000
Total (incl PLRP)	55,949	671,388
* Supplementary Allowance will include HRA, Additional HRA Conveyance / Travel Allowance, telephone reimbursement, LTA, Medical, Canteen and any other allowance		
*** You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy		
#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965 wherever applicable		

Date: 13-Oct-2022

Digitally signed by Ankita Padhi  
Date: 2022.10.13 11:23:38 +05:30





# M/S. M.B. TRADERS

ISO 9001 : 2015 Certified Company  
Regd. Office : Upaxona Complex, 2nd Floor  
Near Inland Water Transport Office  
G.S. Road, Ulubari, Guwahati - 781007  
Ph. : 70021-29833 / 94351-13142  
E-mail : tradersmb@yahoo.co.in  
mbtradersulubari@gmail.com

## M/s M.B.Traders Payslip for the Month of November 2023

Name :	Saurajit Debroy		
Designation :	Technical support Associate		
		Deduction	
Basic Salary	45000.00	P. Tax	0.00
DA	0.00	LIC Premium	0.00
HRA	0.00		
Medical Allowance	0.00		
Travelling Allowance	0.00		
Total	45000.00	Net Pay	45,000.00

Date : 26/12/2023

For M/s M. B. TRADERS

Proprietor

**Mukul Narayan  
Barman  
(Proprietor)**

M/s M B Traders  
Ulubari  
Guwahati – 781 007

Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Kol.-64

Years **33** Excellence



## SPICES BOARD

(Ministry of Commerce & Industry Govt. of India)  
Sugandha Bhavan  
N.H.By-pass  
P.B.No. 2277  
Palarivattom P.O.  
Kochi - 682 025, India

## स्पाइसेस बोर्ड

(वाणिज्य एवं उद्योग मंत्रालय, भारत सरकार)  
सुगन्ध भवन  
एन.एच.बाईपास  
पो. बी. नं. 2277  
पालारिवट्टम पी.ओ.  
कोच्ची - 682 025, भारत

No ADM/APP/1/2020-21/QEL-Ko'kata / 1738

Dated: 12<sup>th</sup> December 2023.

Mr. Dipankar Mondal  
S/o Mr. Somnath Mondal  
Bansal Matipara, Kanaipur  
Hooghly, West Bengal - 712234  
Mobile : 6291834852/9163350105  
Email : dipankar.microb@gmail.com

Sir,

Sub : Selection as 'Trainee Analyst (Microbiology)' at QEL, Kolkata- reg.  
Ref : Walk-in-test conducted by the Board on 06.11.2023.

This is to inform that you have been selected as 'Trainee Analyst (Microbiology)' at the Quality Evaluation Laboratory of the Board in Kolkata, subject to the following terms and conditions:

1. Duration of the training is two years from the date of joining. However, the initial period of training shall be upto one year from the date of joining and extension of the training for the remaining period shall be based on review of performance. The training shall stand terminated on completion of the tenure, without the need for a separate termination order.
2. The Trainee shall have to attend the office six days in a week (Monday to Saturday) from 9.00 am to 5.30 pm at a stipend of ₹20,000 per month.
3. If the Board is not satisfied with the performance of the Trainee, the Board reserves the right to terminate the training without any advance notice.
4. The Trainee shall not leave the Board during and/or in the middle of the training period. However, if he intends to do so, he shall give one month's notice/stipend to the Board. However, training certificate will be issued only on completion of at least one year tenure of the training.
5. The Trainee will be eligible for one day leave of absence per month during the period of training. For availing additional leave, pro-rata deduction will be made from the monthly stipend.
6. The Trainee has to undergo training in the Microbiology Laboratory.
7. The Trainee shall maintain daily training diary on training received, experiments/analysis done.
8. The Trainee shall submit consolidated report on training received/activities done once in three months as soft copy, for evaluation.



9. The Trainee shall execute an agreement in stamp paper on the above terms and conditions.

The Board reserves the right to impose further conditions, deemed fit governing your selection as 'Trainee Analyst (Microbiology)'.

If the above terms and conditions are acceptable, you are requested to submit the enclosed agreement in stamp paper (worth ₹200) to the undersigned and report for training at Quality Evaluation Laboratory, Spices Board, Baruipur Amtala Road, Barmangachi P.O, 24 Parganas, Kolkata-700145, on or before 27<sup>th</sup> December 2023.

Yours faithfully,




**DIRECTOR (ADMN)(i/c)**

Encl: Format of agreement

Copy to :

1. Assistant Director, Spices Board, Kolkata – The stipend may be paid only after executing the agreement. The training period ending may be monitored and a copy of the duty joining report may be forwarded to Admin.(Per.) section.
2. Scientist C, QEL, Kochi
3. Accounts section.




Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Kol.-64

Confidential

**Schedule 1 - Total Rewards Statement - Cabin Attendant (Grade Tr)**Name: **Resmi Khatun**Department: **Inflight Services**


Compensation					
	S.No	Components of Compensation	Monthly (INR)	Frequency of Payment	Descriptions (if any)
(A)	A1	Basic	4,000	Monthly	If the Cabin Crew is a Cabin Crew in Good Standing in a Calendar Month, provided that Basic Pay for partial Calendar Months will be prorated to the nearest day.
	A2	House Rent Allowance (HRA)	2,000		If the Cabin Crew is a Cabin Crew in Good Standing in a Calendar Month, provided that House Rent Allowance for partial Calendar Months will be prorated to the nearest day.
	A3	Special Allowance	7,520		If the Cabin Crew is a Cabin Crew in Good Standing, provided that Special Allowance for partial Calendar Months will be prorated to the nearest day.
	A4	Uniform Allowance	1,500		If the Cabin Crew is a Cabin Crew in Good Standing in a Calendar Month, provided that Uniform Allowance for partial Calendar Months will be prorated to the nearest day.
(A)	Q	<b>Monthly Gross Salary</b>	<b>15,020</b>	<b>Monthly</b>	
(B)	B1	Provident Fund (Company Contribution)	1,562	Monthly	In accordance with the Provident Fund and Miscellaneous Provisions Act 1952
	B2	Gratuity	192		Gratuity is applicable as per the payment of gratuity act. Payable on separation post completion of 5 yrs. of continuous service.
	B3	Crew Bonus	751	Annual	It is as per the agreement, depending on Company profitability
(Q + B)	R	<b>Cost to Company (CTC)</b>	<b>17,525</b>		All increments / Salary changes calculations will be basis CTC.



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EB-2, Salt Lake, Kol.-64

**Schedule 2 : Total Rewards Statement Cabin Attendant**Name: **Resmi Khatun**Department: **Inflight Services**

Compensation					
	S.No	Components of Compensation	Monthly (INR)	Frequency of Payment	Descriptions (if any)
(A)	A1	Basic	8,000	Monthly	The Cabin Crew should be Available to Fly in a Calendar Month, provided that Basic Pay for partial Calendar Months will be prorated to the nearest day.
	A2	House Rent Allowance (HRA)	4,000		If the Cabin Crew is a Cabin Crew in Good Standing in a Calendar Month, provided that House Rent Allowance for partial Calendar Months will be prorated to the nearest day.
	A3	Special Allowance	8,200		If the Cabin Crew is a Cabin Crew in Good Standing, provided that Special Allowance for partial Calendar Months will be prorated to the nearest day.
	A4	Uniform Allowance	1,500		If the Cabin Crew is a Cabin Crew in Good Standing in a Calendar Month, provided that Uniform Allowance for partial Calendar Months will be prorated to the nearest day.
	A5	Base Flying Pay	11,700		If the Cabin Crew is a Cabin Crew in Good Standing for an entire Calendar Month, and not temporarily medically unfit as per applicable Company policies, he/she will be entitled to 50:00 hours of pay at his/her applicable hourly rate of pay set out herein, provided that Base Flying Pay for partial Calendar Months will be reduced at the amount of three hours and thirty minutes (3:30) for each day that the Cabin Crew is not Available to Fly.
(A)	Q	<b>Monthly Gross Salary</b>	<b>33,400</b>	<b>Monthly</b>	
(B)	B1	Efficiency Bonus	3,340	Monthly	Efficiency Bonus is an incentive paid to Cabin Crew if they do not avail Sick Leaves beyond their annual quota (availed sickness doesn't exceed the permitted quota of 12 SL in any financial year) and if they do not have any Leave Without Pay (LWP)
	B2	Provident Fund (Company Contribution)	1,800		In accordance with the Provident Fund and Miscellaneous Provisions Act 1952.
	B3	Gratuity	385		Gratuity is applicable as per the payment of gratuity act. Payable on separation post completion of 5 yrs. of continuous service.
	B4	Crew Bonus	1,670	Annual	It is as per the agreement, depending on Company profitability
(Q + B)	R	<b>Cost to Company (CTC)</b>	<b>40,595</b>		All increments / Salary changes calculations will be basis CTC.



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TACTERIAL CONSULTING PRIVATE LIMITED  
175 176 B G ROAD BILLEKAHALLI BANGALORE 560076  
Salary Slip From 01/12/2023 to 31/12/2023

Emp ID	TACT460	Employee	Sahil
PF. No.		Name: ESI No.	
No.Of Days	14	Present Days	14
DOJ	18/12/2023	Designation	Quality
Department	Quality	Bank A/c.	37862098161
IFSC	SBIN0014528	PAN	KJWPS5988G
Mode of Pay	STATE BANK OF INDIA	UAN	
LOP	0		

Earnings	YTD	Amount	Deductions	YTD	Amount
BASIC	6,022.00	6,022.00	PF	1,518.00	1,518.00
HRA	2,409.00	2,409.00	PT		
FIXED ALLOW	753.00	753.00	TDS		
VARIABLE	5,871.00	5,871.00	Advance		
SALES INCEN			OTHER DED		
BONUS			Health INS		
LEAVE ENCASH			Karnataka	20.00	20.00
OTHER EARN					
Other					
<b>Total</b>	<b>15,055.00</b>	<b>15,055.00</b>	<b>Total</b>	<b>1,538.00</b>	<b>1,538.00</b>
Net Pay	13,517.00				
In Words	Rupees Thirteen Thousand Five Hundred Seventeen Only				
Signature					

New Tax Regime Opted				TDS Details		PAN : KJWPS5988G					
Description	Gross	Exempt	Taxable	Income Tax Deduction							
Basic Salary	46,021.00		46,021.00	Gross Salary	1,15,054.00						
DA				Profession Tax	50,000.00						
HRA	18,408.00		18,408.00	Other Ded. & Standard Ded.							
Conveyance				House Property							
Any Other Allowance	50,625.00		50,625.00	Income from Other Source							
Perquisites				Total VI-A deduction							
Other Components				Taxable Income	65,050.00						
				Total Tax							
				Surcharge + Education Cess							
				Tax Deducted(Prev.Emplr+Other)							
				Tax Deducted Till date							
				Tax to be Deducted							
				Monthly Projected Tax							
Deduction Under Chapter VI-A				Tax Paid Details							
				APR	MAY	JUN	JUL	AUG	SEP		
				OCT	NOV	DEC	JAN	FEB	MAR		



This is a computer generated Pay Slip. No signature is required.

Office of the Platform Inspector, MA Howrah RMS Division, RMS WB Divn

**ORDER OF PROVISIONAL ENGAGEMENT**

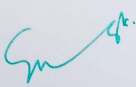
**PI/ GDS Cycle IV Rectt/2022 dtd 19-8-2022**

In response to the notification No. \_\_\_\_\_  
Shri/Smt/Ms. **SAMPURNA ROY** son / daughter of  
Shri. **SALIL ROY** whose Date of Birth is **29/05/1999**  
and who belongs to **SC** category/selected against **SC** category is hereby  
engaged as **GDS ABPM/ Dak Sevak, MA HOWRAH** in account with under  
**HRO Howrah RMS/HRO Howrah RMS** on **PROVISIONAL BASIS** with effect from dated  
**19/08/2022** AN/FN in the TRCA scale of **10000**. He/she shall be paid such  
allowances as are admissible from time to time.

2. Shri/Smt/Ms. **SAMPURNA ROY** Son/daughter of Shri  
**SALIL ROY** should clearly understand that his/her engagement  
as **GDS ABPM/ Dak Sevak, MA HOWRAH** In account with / under  
**HRO Howrah RMS/HRO Howrah RMS** shall be in the nature of a contract  
liable to be terminated by him/her or by the undersigned by notifying the order in writing and  
that his conduct and Engagement shall be governed by the department of Posts, Gramin Dak  
Sevak (Conduct and Engagement) Rules, 2020 as amended from time to time.

3. This **Provisional Engagement** is subject to satisfactory verification of the prescribed  
educational qualification, community certificate and other certificates, wherever prescribed. The  
candidate will have to undergo satisfactory prescribed Induction Training course and Practical  
Training as and when issued.

4. The engagement is provisional and subject to certificates being verified through proper  
channels. If the verification reveals that the claim of the candidate belonging to Scheduled  
Caste/Scheduled Tribe /Other backward classes/(not belong to creamy layer)/ is false or  
educational certificates are not genuine or found unfit on Police Verification, his/her

  
Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Kol.-64




Engagement shall be terminated forthwith without assigning any further reasons and without prejudice to other criminal/legal action as may be taken under the provisions of Indian Penal Code for production of false certificate as a consequence.

5. The engagement of (Economically Weaker Sections) EWS candidates is provisional and is subject to the Income and Asset certificate being verified through proper channels and if the verification reveals that the claim to belong to EWS is fake/false the Engagements will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of fake/false certificate.

6. At the time of joining, you will have to give undertaking on bond paper of Rs.100/- that, you have adequate independent means of livelihood for yourself and your family and other than the TRCA(allowances) being paid to you by Govt.

7. The BPM will have to provide accommodation for Branch Post Office at Branch Office Village if the accommodation is not provided by Central Govt/State Govt/Gram Panchayat or any other local Body as per standard prescribed by Directorate order no.17-31/2016-GDS dated 25.06.2018 & 28.09.2018 (which has already been mentioned in notification ..... As per Rule 3-A(vii) of GDS (Conduct and Engagement) Rules 2020, you should take up residence in Post Office village within a month of selection but before engagement as it is mandatory to you by these Rules. Failure to reside in place of duty for GDS BPM after engagement shall be treated as violation of conditions of engagements and liable for disciplinary action under Rule-10 of GDS (Conduct and Engagement) Rules, 2020 resulting in removal/dismissal from engagement.

7.1 Failure to reside within the delivery jurisdiction of the Post Office for other categories of Gramin Dak Sevaks after engagement shall be treated as violate of conditions of engagement and liable for disciplinary action under Rule 10 of the GDS (Conduct& Engagement) Rules, 2020 requiring removal/dismissal.

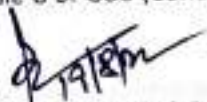
  
Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Kol-64

8. At present DARPAN devices are using Network Service Providers(NSPs) viz, Airtel, Voda-Idea & BSNL etc. for ensuring connectivity to Branch Post Offices. While providing accommodation for GDS BO, it should be ensured that, Network is available for any one of these NSPs.

9. You will have to furnish requisite Security Bond of Rs.1,00,000/- (Rs. One lakhs only) for five years by remitting requisite premium per annum and application in prescribed form to concerned Postal Co-Operative Society through Drawing and Disbursing Officer.

10. You will have to furnish declaration for having knowledge of cycling. If you are having knowledge of riding a scooter or motor cycle, that may be considered as knowledge of cycling. The candidate has to submit a declaration to this effect and has to produce driving license.

11. If any information or documents submitted by the candidates is found false / incorrect at a later stage, his/her engagement shall be terminated in accordance with Rule 8 of GDS (Conduct & Engagement) Rules, 2020.

  
RMS WB Divn Division  
RMS WB Divn  
RMS WB Divn

A copy of this memo is issued to:

✓ The candidate..... **SAMPURNA ROY**.....

**Swasti 30/23,F Road Anandapuri,Barrackpore,North 24 Parganas,700122**


II. PF of the candidate

III. Postmaster /SPM..... **HRO Howrah RMS/HRO Howrah RMS**

IV. Divisional Office..... **MA Howrah RMS**..... for information.

V. The **Division**.....  
for information.

VI. O/C/Spare

  
Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Kol.-64



# Department of Posts




## Pay Slip for the month of December 2023

Name : Sampurna Roy  
Emp Id : 50542590  
Designation: GDS Mailman

Office : PI Unit Sub Div  
Scale : 01-01  
PAN : CVZPR1035G  
GPF / PRAN No :

Earnings		Deductions		Out Of Account	
TR Continuity Allowance	10000.00	SDBS Contribution	300.00	Prof. Tax	110.00
Dearness Allowance	4600.00	ED GIS II	50.00		
<b>Total</b>	<b>14600.00</b>	<b>Total</b>	<b>350.00</b>	<b>Total</b>	<b>110.00</b>

**Take Home Pay: Rs. 14,140.00 /-**  
FOURTEEN THOUSAND ONE HUNDRED FORTY Rupees Only.

  
Officer-in-Charge  
Bidhannagar College  
EB-2, Salt Lake, Kol.-64